



# Annual Report 2010/11

SEStran is a Regional Transport Partnership, comprised of eight local authorities:



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## Section 1 Foreword by Chairman and Partnership Director



*Russell Imrie, SEStran Chair*



*Alex Macaulay, SEStran Director*

The past year has seen continued progress on the proposal to roll out **Real Time Passenger Information** for bus travellers across the region. Funding is in place for developments in East Lothian, Scottish Borders, Fife, West Lothian and cross boundary services between Dumfries and Galloway and Scottish Borders and to link into the existing system operational in Edinburgh and Midlothian with delivery scheduled over a three year period to tie in with available funding. The project will see real time information available for services provided by First and Stagecoach as well as the existing information for Lothian Buses and operating agreements are in place with the two major bus companies for implementation and future maintenance. The total project value at present is £2,640,800 with a further £320,000 having been submitted for match funding at a rate of 40%. Currently £1,056,320 of match funding has been secured from the European Regional Development Fund. This project will overcome a major barrier to increased modal shift from car to bus through the provision of reliable real time information on bus arrival times available through a combination of bus stop and bus station signs, web based information, iPhone applications and screens in shops and cafes. The bus operators will also see a significant improvement in the quality of information available to them for better and more efficient fleet management.

SEStran has had considerable success in attracting funding from the EU Interreg IVB fund for projects designed to improve freight logistics and passenger travel within the region. This has allowed progress to be made as follows:-

- **“Connecting Food Port Regions”** designed to provide better levels of accessibility and connectivity between SEStran ports and ports throughout the North Sea region. Analysis of the flows of food products between Scotland and the continent has been completed and work is under way for a major business to business meeting to be held in Brussels bringing together political, business and operator interests to explore ways of consolidating and possibly increasing the use of the Rosyth to Zeebrugge freight ferry service. This meeting will have support from Scottish Government, Scottish Enterprise, Flemish Government and Flemish chamber of commerce.

- **“Lo-Pinod”**, which will provide a trial freight ship service in partnership with Forth Ports for onward export of goods replacing truck based movements across the Forth Road Bridge. Procurement of the vessel will be carried out by SEStran with assistance from Tri and Forth Ports with a view to Forth Ports entering into the contract with the operator.
- **I-Transfer** which will part fund the introduction of a passenger ferry service across the Forth in partnership with Stagecoach. Progress on this project has been limited during 2010/11 as a result of the need to change the lead partner with the dissolution of regional development agencies in England.
- **Weastflows** which will consider the sustainable distribution of freight throughout the North West Europe region. Work started on this during financial year 2011/12 and fuller progress will be reported in next year’s annual report.
- **Dryport** which has examined the case for a Dryport in central Scotland. In addition to the analysis work progressed on Consolidation Centres, Rail Freight Development and Marketing, Sustainable Distribution Centres, Levenmouth railway, extension of Stirling/Alloa railway to Dunfermline, Rosyth and Edinburgh and publication of a Freight routing map for the region the Dryport project has funded a major international conference in Edinburgh, involving 130 delegates from 30 countries and speakers from all over the world.

The above five projects together have attracted £2,159,000 of EU funding, which includes 50% ERDF and a further £1,388,000 of private sector funding which also includes 50% ERDF and will act as a catalyst for significant further private sector investment in the region.

On the sustainable travel front we have continued to support both public and private sector bodies in implementing travel plans and have continued to see growth in TripshareSEStran with over 6,200 members now actively car sharing. Work has continued with the NHS Access to Healthcare liaison group and the Equalities Forum to provide the necessary liaison to ensure we are addressing the travel needs of health access and minority groups.

SEStran has continued to influence other transport providers to ensure the needs of the region are addressed. We have continued to provide input to Transport Scotland on the form of the public transport strategy for cross Forth travel in association with the proposals for a replacement Forth crossing. We provided input to the Office of Fair Trading and the Competition Commission on the review of bus services, Greengauge 21 and Transport Scotland on high speed rail, to the rail industry on franchising and infrastructure issues and to our partner Local authorities on local plans and SOAs. We continue to work closely with the other RTPs and Scottish Government through the joint lead officers meetings and the Joint Chairs meetings and with COSLA through the joint RTP/COSLA Transport Strategy Group and regular liaison at official level.

Our work on strategy development has seen a major commitment to providing support to SESPLAN on the Strategic Development Plan. We provided accessibility analysis of alternative development sites at a regional and local level and have made use of the Regional Transport Model to analyse the transport network and the influence of the SDP land use allocations. This analysis will form a major part of the work required to update the Regional Transport Strategy next year.

Our partner local authorities have continued to make limited progress on the capital projects in the RTS delivery plan, albeit slightly better than last year. The restricted budgets resulting from the recession and local priorities in favour of other services, have resulted in progress being significantly less than anticipated when the RTS was published. The lack of available funding for regional transport capital projects continues to be a cause for concern and will, if not corrected, represent a significant constraint on the ability of the Scottish economy to recover from the recession it has suffered. Investment in transport capital projects not only has the direct effect of providing jobs but has the equally important effect of making transport of goods and people more efficient with knock on benefits to business. Companies consistently identify transport as a major area of concern when considering the wellbeing of their businesses and it is to be hoped that transport will not be expected to bear a disproportional share of the cuts in public expenditure that the country now faces.

This is the second year of monitoring the RTS against the range of indicators identified in last year's annual report and results have again been mixed. On the positive side there has been improvement in accessibility to employment at key locations, improved connectivity to the rest of the UK and beyond, reduction in road traffic and road traffic accidents, increased use of rail, increased use of Tripshare and increases in the proportion of walking and cycling trips. On the negative side there have been localised increases in congestion at some monitoring sites and a deterioration of public transport access to health care in some areas.

While we now have two years of data this still represents a short period of time for monitoring transport trends which tend to emerge only over a longer time period. We will continue to monitor the trends and take the necessary action to respond to significant changes. Meantime our strategy of encouraging more sustainable travel, seeking alternative funding sources for transport investment and influencing other transport providers to continue investment in transport will continue.

Finally, the lease on SEStran's office in McDonald Road expired in May 2011. After a lengthy period of negotiation with the landlord it became clear that the best financial solution for SEStran was to move to new premises rather than enter into an extended lease. This was completed with SEStran now being located at 130 East Claremont Street in early May 2011. This will result in savings in property costs from now on. Inevitably the negotiations and the relocation have created a considerable disruption to our operations and our thanks go out to all the staff for their hard work and support in maintaining the operation of SEStran during this difficult period.



**Russell Imrie**  
Chair



**Alex Macaulay**  
Partnership Director

### **1. Guidance**

The Scottish Executive published guidance on Regional Transport Strategies in March 2006. Paragraphs 112 and 133 of the Guidance require the preparation of an annual report to be submitted to Scottish Ministers. The report should cover the operational and financial year to 31st March 2011. It should include a report of performance against the objectives, targets and performance indicators set out in the RTS and should be sent to constituent councils and others who have provided funding.

### **2. Period covered by report**

This is the fifth annual report which focuses on the monitoring of the delivery of the RTS. The RTS was approved by the SEStran board on 18th April 2008 and by the Scottish Government on 24th June 2008. Additionally the implementation of the capital and revenue programme for 2010/11 is covered.

### 3. Board Establishment

During 2010/11, the Partnership had a full quota of 20 councillor members and had 9 non-councillor members.

### 4. Meetings

During 2010/11 the Partnership Board has met as follows.

- 9th April 2010
- 11th June 2010
- 13th August 2010
- 8th October 2010
- 3rd December 2010 – Meeting Cancelled
- 14th January 2011
- 4th February 2011

In addition the Performance and Audit Committee met on five occasions as follows:

- 28th May 2010
- 30th July 2010 – Meeting Cancelled
- 24th September 2010
- 19th November 2010
- 28th January 2011
- 25th March 2011

### 5. Meeting Attendance

Attendance at meetings is shown in the following tables:

#### Substitutes

S1 Cllr Kenny Earle

\* Please note:

The Partnership Board Meeting of 3rd December 2010 was cancelled due to severe weather conditions.

The Performance & Audit Committee of 30th July 2010 was cancelled due to lack of business.



Attendees (Councillors)		Partnership Board – Meeting date									
Name	Council	09/04/2010	11/06/2010	13/08/2010	08/10/2010	3/12/2010*	14/01/2011	4/02/2011			
Cllr Donald Balsillie	Clackmannanshire										
Cllr Alex Bennett	Midlothian										
Cllr David Berry	East Lothian			✓				✓			
Cllr Tom Buchanan	Edinburgh	✓		✓			✓	✓			
Cllr William Buchanan	Falkirk				✓		✓	✓			
Cllr Neil Calvert	Scottish Borders	✓		✓			✓	✓			
Cllr Eddie Carrick	Clackmannanshire			S1							
Cllr Ian Chisholm	Fife			✓			✓	✓			
Cllr Martyn Day	West Lothian		✓								
Cllr Jim Fullarton	Scottish Borders	✓	✓		✓		✓				
Cllr Russell Imrie (Chair)	Midlothian	✓	✓	✓	✓			✓			
Cllr Allan Jackson	Edinburgh			✓			✓	✓			
Cllr Joe Lemetti	Falkirk		✓		✓		✓				
Cllr Tony Martin (Vice Chair)	Fife	✓	✓	✓	✓		✓	✓			
Cllr Greg McCarra (Vice Chair)	West Lothian	✓	✓	✓	✓		✓	✓			
Cllr Mark McInnes	Edinburgh										
Cllr Gordon McKenzie	Edinburgh		✓		✓		✓	✓			
Cllr Paul McLennan	East Lothian										
Cllr Ian Perry	Edinburgh		✓								
Cllr Mike Rumney	Fife	✓	✓	✓	✓		✓				
Cllr Barry Turner	East Lothian	✓	✓	✓	✓		✓	✓			
Cllr Phil Wheeler (Vice Chair)	Edinburgh	✓	✓	✓	✓			✓			

█ were not members at this time

Attendees (Non Elected Members)		Partnership Board – Meeting date							
Name	Designation	09/04/2010	11/06/2010	13/08/2010	08/10/2010	03/12/2010	14/01/2011	4/02/2011	
Charlie Anderson		✓		✓			✓	✓	
Graham Bell				✓	✓			✓	
Bill Cantley		✓		✓	✓		✓	✓	
Phil Flanders		✓	✓	✓	✓		✓	✓	
John Jack			✓	✓			✓	✓	
John Martin		✓	✓	✓	✓		✓	✓	
Neil Renilson		✓	✓	✓	✓		✓	✓	
Sandy Scotland		✓	✓	✓	✓		✓	✓	
Tom Steele				✓			✓		

█ were not members at this time

Attendee		Performance and Audit Committee Meeting date							
Name	Council	28/05/2010	30/07/2010*	24/09/2010	19/11/2010	28/01/2011	25/03/2011		
Charlie Anderson	Non Councillor				✓	✓	✓		
Cllr Alex Bennett	Midlothian					✓			
Cllr Neil Calvert	Scottish Borders				✓	✓	✓		
Cllr Ian Chisholm	Fife	✓		✓					
Cllr Greg McCarra (Vice Chair)	West Lothian	✓		✓	✓		✓		
Sandy Scotland	Non Councillor	✓		✓	✓	✓	✓		
Cllr Phil Wheeler (Vice Chair)	Edinburgh	✓		✓	✓	✓	✓		

█ were not members at this time



### 6. Good Governance

Good Governance is essential to any public body and SEStran is no exception. SEStran has developed a series of governance documents to ensure the effective management of the authority.

### 7. Standing Orders

The existing Standing Orders that were adopted by the Partnership at their meeting on 10th May 2006 have been reviewed in 2008/2009. To deal with continuing quorum difficulties, the quorum for meetings was reduced from one half to one third at the Board meeting of 15th August 2008, as well as minor changes to the part of standing orders that relates to contracts. Amendments to voting procedures in the case of competing amendments were approved at the Board on 17th October 2008. A further change was approved at the Board meeting of 19th June 2009 to clarify when non-councillor members could vote. Subject to those amendments, the review found that the standing orders have continued to provide a firm foundation for the good governance of SEStran.

### 8. Financial Regulations

As part of the Partnership's commitment to the development of its corporate governance arrangements, the Financial Rules Manual has continued to be applied. The manual reflects the Partnership's approved financial regulations. The rules were adopted by the Partnership at their meeting on 10th May 2006 and provide a useful reference tool for all staff that have financial responsibilities and interests.

### 9. Scheme of Delegation

As with any corporate body, day-to-day operational decisions need to be taken by officials rather than awaiting a formal decision-making process. A clear distinction can be drawn between policy-making and operational decisions and this is the purpose of a scheme of delegation which allows officers to keep the Partnership's activities running whilst leaving the main policy decisions to the Board itself.

The Scheme of Delegation was put in place at the Board meeting of 16th February 2007, and represents a robust set of powers tailored specifically for the workings of SEStran as they currently stand. Following a review in 2008, additional powers were given to the Partnership Director to deal with consultations to ensure SEStran's representations could be made in time, subject to consulting with the Membership. The change was approved by the Partnership on 17th October 2008.

### 10. Performance and Audit Committee

At its meeting of 16th February 2007, the Board agreed to set up a Performance and Audit Committee to meet at least twice yearly, composing of one Board Member from each Authority and two non-Councillor members to ensure appropriate representation of geographical and other interests. During financial year 2010/11, it has met on five occasions; business transacted included consideration of HR policies, Risk Management, Audited Accounts for 2009/10 with the External Auditor's Report.

### 11. Human Resources policies/procedures

SEStran has a regular programme for reviewing HR policies. A review was carried out in November 2010 and the following policy has been amended:

- Recruitment and Selection Policy

At the meeting on 4th February 2011, the Board approved the following policy:

- Severance Policy

### 12. Liaison with Partner Authorities

It is considered essential that a very close working relationship with the partner authorities is continued and that the spirit and practice of partnership continues to prevail. Consequently the liaison group structure that was established in 2005 has continued with some amendments.

### 13. Liaison Groups and Forums

The Liaison Groups serve as a forum for officers of the Partnership's constituent Councils to discuss issues relating to policy, strategy and operations, and to form a consensus view (or otherwise) to inform the Partnership Board. The Groups have no delegated powers and are not Sub-Committees of the Partnership. As such their meetings are not regulated by SEStran's Standing Orders.

Forums also include representatives from relevant stakeholders and Members are invited to and chair the Forums

The following Liaison Groups and Forums were in operation:

- Chief Officer Liaison Group
- Strategy Liaison Group
- Bus Liaison Group and Bus Forum
- Rail Forum (In 2009, the Rail Forum and Liaison Group were merged.)
- Sustainable Transport Liaison Group
- Sustainable Transport Forum
- Equalities Forum
- Freight Quality Partnership

### 14. Chief Officers Liaison Group

The Chief Officers Liaison group met six times during 2010/11, three weeks prior to the SEStran Partnership Board. Each meeting allowed officers at the partner authorities to discuss items on the agenda for the forthcoming Partnership Board.

### 15. Bus Liaison Group and Bus Forum

Two meetings of the Bus Forum and two Bus Liaison Meetings were held during the period. The Liaison Group consists of SEStran and Local Authority Officers, Scottish Government, Confederation of Passenger Transport (CPT), Traveline and CTA (Community Transport

Association). In addition, invitees to the Forums also include all the bus operators serving the SEStran area, including the three main bus operators (First Edinburgh, Lothian Buses and Stagecoach) as well as Bus Users UK. Attendance at the Liaison Group and Forum meetings varied between 12 and 25.

The meetings discussed and monitored progress on key SEStran projects such as the SEStran Bus Passenger Information Strategy, Real Time Information and the joint SEStran Database and Information System (Routewise). Progress on SEStran studies that involved bus – such as Edinburgh Orbital Bus Study, SEStran Park and Ride Strategy, Cross Tay Sustainable Transport Study (incorporating the South Tay Park & Ride project) – were reported to the meetings. The progress of the development of a Forth Crossing Public Transport Strategy, were also considered.

## 16. Rail Forum

Membership consists of SEStran and partnership authorities Members and Officers and also includes representatives of Transport Scotland, Network Rail and the train operating companies serving Scotland (First ScotRail, East Coast, Arriva (Cross Country), First Transpennine (Edinburgh – Manchester) and Virgin (Edinburgh – Birmingham)) as well as a representative from the rail freight industry. A representative of Passenger Focus is also invited.

Under the terms of the franchise agreement for the Scotrail Franchise, First Scotrail is required to have biannual liaison meetings with local authorities. SEStran has facilitated that through the management of the Rail Forum. There were three meetings of the Forum during 2010-11. Attendance varied between 18 and 21.

All the meetings included updates on performance and developments by the operators. Key issues throughout the year were the planning and implementation of the East Coast EUREKA timetable and the provision of a local ScotRail services between Edinburgh and Dunbar and possibly beyond. Several consultation exercises in respect of Rail Franchising were responded to, including proposals to reforming Rail Franchising Policy and also the forthcoming West Coast Franchise.

SEStran responded to the preparation of several RUS (Route Utilisation Strategy) documents, including those for Scotland and the West Coast as well as an upgrade of the East Coast RUS. The UK Government's proposal for High Speed Rail and the involvement of SEStran on various groups/studies on this issue also featured prominently.

Much of the meetings covered 'local' operational issues and all the major Rail Schemes being delivered or proposed in the SEStran area, in particular the EGIP project, the Airdrie – Bathgate scheme and the improvement to Waverley station. Progress on SEStran studies with strong rail elements were reported to the meetings.

## 17. Strategy Liaison Group

This group of lead officers from the constituent councils and SEStran officers meets on a "when required basis" to review progress on the Regional Transport Strategy and to consider strategic issues of mutual interest. During this year there has been no requirement for the group to meet. The input to the SESplan Strategic Development Plan was developed through SESplan Key Agency groups.

## 18. Sustainable Transport Liaison Group and Sustainable Transport Forum

The Sustainable Transport Liaison Group was set up whilst SEStran was a voluntary partnership. It consists of representatives of all eight local authorities and has worked in partnership to exchange best practice in travel plans for public and private sector, promote 'TripshareSestran.com' – a car sharing scheme, and prioritise investment in urban cycling projects.

A Sustainable Transport Forum is now held annually and is chaired by a SEStran Board Member. Speakers and attendees from outside bodies have included: the Scottish Government Sustainable Transport Team, Cycling Scotland, Energy Saving Trust, Sustrans and Stagecoach.

## 19. Equalities Forum

The Equalities Forum has a remit to consider and try to remove some of the barriers that minority groups encounter when trying to use public transport. During this year the Equalities Forum has been meeting on a two monthly basis to develop the actions identified in our Action Plan. The Forum agreed that it should focus on practical actions rather than just being a discussion group and this has been reflected in the content and frequency of meetings.

The main element of the Forum's work was the development of the SEStran Thistle Assistance Card which was identified as a priority within our Action Plan. This card will indicate to the bus driver the type of disability the passenger has and the help they require.

## 20. Freight Quality Partnership

The Freight Quality Partnership holds its meetings on a six monthly basis bringing together all elements of the freight industry from the producers to the retailers. One of the main issues being input and comment on the various European freight based projects being developed by SEStran. Also topics of current interest were discussed including lorry parking provision, including the closure of the lorry park at the Forth Bridge, and the impact of maintenance works on the Forth Road Bridge. A review was also carried out on the membership of the group, as many original members had moved on or changed employment.

## 21. RTP Joint Chairs/Lead Officers meetings

The Chairs of the seven RTPs, supported by the RTP lead officers, have met quarterly during 2010/11. The agendas for these meetings have allowed discussion and agreement on issues of mutual concern. The joint Transport Strategy Group of RTP chairs and senior COSLA members which was established to create closer liaison between the parties continues to meet regularly and deal with areas of mutual interest.

The Lead Officers have met on numerous occasions with the Scottish Government and COSLA officials through the mechanism of the RTP Liaison Group. Again, this has proved to be a valuable mechanism for raising issues with the Scottish Government and COSLA and vice versa and has been extremely valuable in addressing issues of mutual concern and common interest. They have also provided a forum for the management of the Joint Chairs meetings and the RTP chairs/COSLA Joint Strategy Group.

SEStran has continued as secretary to the Joint Chairs group including chairing the RTP Liaison Group.

### 22. Establishment as at 31st March 2011

During 2010/11 the SEStran offices were home to 10 paid employees.

- Alex Macaulay          Partnership Director
- Alastair Short          Strategy Manager (2/5th FTE)
- Lex Harrison          Strategy Manager (3/8th FTE)
- Ian Mathie              Programme Manager
- Lisa Black              Travel Plan Officer
- Andrew Dougal        Communications Officer
- Angela Chambers      Office Manager
- Cassie Robertson     Administrator (Maternity Leave)
- Jackie Turnbull        Administrator (Covering Maternity Leave)
- Lisa Hogg                Receptionist

In addition support was provided from the Lindean Partnership Ltd. in the management of specific projects and provision of advice.



### 23. Single Outcome Agreements and Community Planning

SEStran as a Regional Transport Partnership has a statutory requirement to be a member of constituent councils' Community Planning Partnerships. One of the key roles of the partnerships is to input into the Single Outcome Agreements (SOAs). The main aim for SEStran is to ensure that transport is duly recognized within the SOAs and to co-ordinate councils' indicators and objectives with our RTS.

SEStran is now a member of all constituent councils Community Planning Partnerships and has contributed to their SOAs as reported to the Board.

The level of representation on the eight community planning partnerships is as follows:-

Partnership	Level of representation	SEStran representative
Edinburgh	Partnership Board	SEStran Vice Chairman
Fife	Partnership Board	SEStran Director
West Lothian	Steering Group/Working Group	SEStran Strategy Manager
Midlothian	Steering Group/Working Group	SEStran Programme Manager
East Lothian	SOA Theme Group	SEStran Strategy Manager
Falkirk	Steering Group/Working Group	SEStran Programme Manager
Clackmannan	Environmental Partnership	SEStran Strategy Manager
Scottish Borders	Theme Group	SEStran Strategy Manager

Some highlights of involvement are:

**Fife** The results of a scenario planning exercise have been used to develop the next community plan. This was facilitated by St. Andrews University and involved a series of workshops with elected members, officials and representative of community partners. The current financial climate was a major influencing factor in the work along with the objective of sustainable economic development and meeting the Government's climate change targets.

**West Lothian** SEStran is represented in the Community Planning Partnership at a working group and steering group level in West Lothian. The main focus has been trying to develop an effective partnership and to progress initiatives of mutual interest and benefit. The SOA has been updated to reflect changing financial conditions and also reflect current priorities.

**Clackmannanshire** SEStran has been involved in the Environmental Partnership Group, playing a significant role in considering the environment impact of transport related to the implementation of Development plans and other policies including the SOA. A review of members' roles and responsibilities is currently being undertaken.

**Falkirk** SEStran is represented on the Falkirk Community Planning Partnership at both Working Group and Steering Group level and has contributed to the discussions on Sustainable Transport. SEStran is also a stakeholder in the Grangemouth Freight Hub group.

**Midlothian** SEStran is a member of both the Steering Group and Working Groups of Midlothian Community Planning Partnership and has contributed to the development of the council's SOA, recent discussions have centred on sustainable travel and the use of electric vehicles and the installation of power points for these vehicles.

**East Lothian** SEStran's representation in Community Planning in East Lothian has been through the Environment Housing and Places (EHP) Theme Group. SEStran has contributed to the refinement of logic models which plots the activities aimed at achieving the desired outcomes within the SOA. SEStran has contributed to the preparation of the Environment Strategy and is now working with the Council in developing their Local Development Plan.

**Scottish Borders** The Scottish Borders approach to Community Planning is taken under the banner of New Ways. SEStran has been involved in the Competitive Borders group which is focussed on retaining and developing business in the Borders area in which the role of transport is a key feature.

Using the Regional Transport Strategy (RTS) as a base, SEStran has been examining freight distribution, Access to healthcare, promoting equalities and developing the role of Demand Responsive Transport (DRT).

This year, as part of European funded projects, we have been examining freight movement and distribution within the SEStran area. Previous Dryport studies have examined the movement of freight by road and rail and also the potential for the provision of consolidation and distribution centres. This work is now being consolidated into a project report for submission to Europe.

In line with our RTS we have looked at the potential for DRT services in our more rural areas, in particular services to the new Forth Valley Royal Hospital.

The RTS highlights the links between strategic planning and sustainable transport and we have been working closely with SESplan in ensuring transport is a key issue in the Strategic Development Plan. As part of this work, the concept of the requisite elements that make development sustainable from a transport viewpoint, have been examined and the accessibility of potential development sites assessed. This work will form the basis of a revised RTS starting in 2012. Local Authorities are developing their local development plans and we are working with authorities to ensure sustainable transport issues are fully considered.

### 24. Monitoring and Reporting

In August we received our second update of the monitoring programme which indicates a mixed picture of increasing car ownership and congestion but increasing access to public transport. The monitoring spreadsheet is attached as appendix 1, indicating where targets are being achieved (green), where there has been no progress, (orange) and where negative progress (red), in comparison with last year's base figures. As previously indicated, the results have to be interpreted with caution, but they do give a good indication of general trends.

The monitoring is based on our key objectives within our RTS with indicators reflecting regionally available data and data obtained from our regional accessibility model.

Although the objectives referred to may be SEStran objectives, it does not necessarily follow that SEStran has direct influence over all factors influencing the indicators and factors such as the recession and increased fuel prices can have significant positive and negative impacts on achieving our objectives.

Therefore in interpreting the results it is necessary to consider the potential impact of other influences and whether they are short term or long term impacts. However, it is hoped that the work that SEStran carries out will influence peoples travel choice, through improved access to work, healthcare, education, retail and leisure and increased attractiveness and use of sustainable and public transport.

The monitoring carried out is indicating some encouraging trends:

- Improved accessibility to jobs and to the rest of Scotland and the rest of the UK by public transport

- There have been changes to the input data which gives a better representation of accessibility to bus services in rural areas. This has exaggerated the improvements in accessibility. Improvement of accessibility to the rest of Scotland and the UK is mainly based on improved air connections. Although there appears to be an overall improvement in accessibility, certain locations have shown deterioration in access to jobs (Glenrothes, Bush Estate and Livingston). Connectivity to the west of the area has also improved especially with the opening and operation of new services on the Airdrie Bathgate line.
- Although overall congestion at key locations has increased slightly in line with the increased car ownership, general traffic levels have decreased and congestion at the Kincardine Bridge with the opening of the Clackmannanshire Bridge has been significantly reduced. Congestion on the A720 has also decreased.
- Accessibility to health care facilities has improved for non car owning households with small changes at all hospitals but with deterioration in evening access in some areas.
- Improved access to retailing leisure and education locations, especially further education facilities.
- The numbers of people using rail stations in the SEStran area have increased by 17% between 2006/07 and 2009/10 but the numbers using local public transport have decreased.
- Traffic levels have reduced by 1.0% between 2007 and 2009 and fuel sales have decreased by 1.9% between 2006 and 2008.
- The numbers of people using Liftshare is increasing
- The number of accidents on our roads is decreasing
- The proportion of walking and cycling trips is increasing

However, not so encouraging is the increased reliance on car as the main form of transport. Also people's perception of public transport has deteriorated.

Although monitoring is useful in evaluating the effectiveness of our policies, the main aim is to identify where we should be focusing our future efforts in terms of achieving our overall aims. This will influence allocations of future budgets to address the areas where we are not achieving our aims and the review of our RTS in 2012.

Finally, it is important to note that this review represents only two years of monitoring of the key indicators and changes in transport trends tend to emerge only over a longer time period. We will continue to monitor the trends and take the necessary action to respond to significant changes. Meantime our strategy of encouraging more sustainable travel, seeking alternative funding sources for transport investment and influencing other transport providers to continue investment in transport, will continue.

The capital project currently being delivered directly by SEStran is the Regional Real Time Passenger Information System. Other capital projects are being delivered by the partnership authorities and Appendix 2 details expenditure on these projects in financial year 2010 – 2011. These projects are currently being progressed towards delivery of the RTS utilising what was the Regional Transport Partnership's capital grant and a spreadsheet monitoring the delivery of these projects is presented to meetings of the Partnership Board.

There has been minimal capital expenditure on the transport projects that are contained in the Regional Transport Strategy Delivery Plan. However this year has seen an increase on capital expenditure on transport projects throughout the region utilising what was the capital grant from government to SEStran. The last year that SEStran received a capital grant from government, financial year 2007/08, total capital expenditure on strategic regional transport projects was £14.75 million, in 2009/10 only £3.584 million was committed to transport projects by the partnership authorities, however in 2010/11 £7.4 million of expenditure was made predominately in Edinburgh where £5.5 million was spent. It should be noted that capital expenditure detailed in the Delivery Plan for the first 3 years of the RTS was as follows; Region Wide and Specific Groups and Areas £6.77 million, Network Based Measure £24.808 million giving an overall total of £31.58 million.

SEStran is delivering the regional Real Time Passenger Information System and the contract was awarded to Ineo Systrans from Paris in June 2010. Ineo are the supplier who delivered the Edinburgh Bustracker system. The bus operators Stagecoach and First Edinburgh have signed legal agreements with SEStran which cover the contractual issues of the project including financial contributions from the bus operators towards the revenue costs of the system operations and data sharing. Meetings are now underway with SEStran, the bus operators and Ineo to undertake a joint design exercise to agree the final system design.

To date, European Regional Development Funding has been granted to enable delivery of this project in East Lothian, Scottish Borders, Fife, West Lothian and for cross boundary services between Scottish Borders and Dumfries and Galloway.

## Section 9 Revenue

### Revenue Projects Budget 2010/11

Project Code	Project	Budget £	Actuals £	Variance £
EU1	DRYPORT	100,000	124,448	24,448
EU2	CONNECTING FOOD PORTS	13,000	14,247	1,247
EU4	LO PINOD	18,000	1,016	-16,984
EU5	I TRANSFER	20,000	1,168	-18,832
R12	EDINBURGH ORBITAL BUS PROJECT	25,000	5,845	-19,155
R15	PARK & CHOOSE STH TAY BRIDGE	5,000	7,044	2,044
R17	SUSTAINABLE TRAVEL AWARENESS	130,000	79,831	-50,169
R23	BUS REALTIME INFORMATION	341,000	345,108	4,108
R26	ACCESS HEALTHCARE & EMPLOY	0	1,949	1,949
R34	PROJECT MANAGEMENT COSTS	15,000	13,257	-1,743
R35	PARK AND RIDE STRATEGY	0	4,242	4,242
R37	RTS MONITORING	5,000	4,960	-40
R41	SPECIALIST RAIL BUS ADVICE	25,000	24,232	-768
R42	REGIONAL DEV PLAN INPUT	48,000	60,905	12,905
	URBAN CYCLE NETWORKS	100,000	50,000	-50,000
	TERM COMMISSION MANAGEMENT	5,000	10,249	5,249
	OTHER LA JOINT PROJECTS	0	27,074	27,074
	FERRY BUS CONTRIBUTION	6,000	0	-6,000
	DRT REVIEW	38,000	0	-38,000
	EQUALITIES FORUM ACTIONS	20,000	0	-20,000
	P-R STRATEGY (WEBSITE)	15,000	6,098	-8,902
<b>EXPENDITURE</b>		<b>929,000</b>	<b>781,672</b>	<b>-147,328</b>
EU1	DRYPORT	-50,000	-57,084	-7,084
EU2	CONNECTING FOOD PORTS	-6,500	0	6,500
EU4	LO PINOD	-9,000	-5,336	3,665
EU5	I TRANSFER	-10,000	-5,573	4,427
R23	BUS REALTIME INFORMATION	-185,000	-92,151	92,849
R42	REGIONAL DEV PLAN INPUT	0	-1,554	-1,554
	SCOTTISH GOVERNMENT GRANT	-570,000	-570,000	0
	SESPLAN	-48,500	-33,406	15,094
	URBAN CYCLE NETWORKS	-50,000	0	50,000
	OTHER LA JOINT PROJECTS	0	-27,056	-27,056
	DEVELOP REGION TRANSPORT MODEL	0	-330	-330
<b>INCOME</b>		<b>-929,000</b>	<b>-792,489</b>	<b>136,511</b>
<b>NET EXPENDITURE/(INCOME)</b>		<b>0</b>	<b>-10,816</b>	<b>-10,816</b>

## 25. Details of Revenue Budget 2010/11

The spreadsheet highlights the underspend of £10,816.

The details of some of the Revenue Projects undertaken in 2010/11 are given below with further information provided throughout this Annual report.

### ■ **Dryport**

The Dryport project is 50% matched funded by the EU and this has enabled several freight projects to be undertaken in the last financial year. Studies into Consolidation Centres, Sustainable Distribution and Rail Freight Developing and Marketing were completed as was a STAG appraisal of the Alloa/Rosyth transport corridor. In October 2010 the annual conference of this European project was held in Edinburgh jointly hosted by SEStran and Tri.

### ■ **Edinburgh Orbital Bus Project**

The appraisal work undertaken on this project is now with Transport Scotland.

### ■ **Park and Choose on the South Side of the Tay Bridge**

SEStran has supplied evidence on the planning issues surrounding this proposal and these are now with the Scottish Government's Reporter for consideration.

### ■ **Sustainable Travel**

In 2010/11 the SEStran Sustainable and Active Travel Grant Scheme was made available to all Private, Public and Third Sector organisations as a part of the Sustainable Travel Budget. Detail of how this funding has been utilised are described in paragraphs 26-28.

### ■ **Bus Real Time Information**

The SEStran Board agreed that any underspend in the Revenue Projects budget should be transferred to the RTPI project and this is reflected in the monitoring statement.

### ■ **Park and Ride Strategy**

A Park and Ride website for the SEStran region has been developed.

### ■ **Strategic Development Plan Input**

This work stream was undertaken to support the work of SESplan in preparing a Strategic Development Plan.

### ■ **RTS Monitoring**

A framework has now been developed to allow the delivery of the RTS to be monitored more detail on this appears in Section 7 of this report.

### ■ **LA Joint Projects**

Over the course of financial year 2010/11 several of the Partnership authorities and SESplan made use of the SEStran consultancy framework contracts and more than £27K of work was undertaken in this manner.

### ■ **Term Commission Management**

These are accumulated costs from SEStran's three term consultants Scott Wilson, MVA and Buchanans for undertaking smaller studies, attendance at management meetings and other consultancy services.

## 26. Sustainable Transport: Travel Plans

In 2010-11 SEStran offered Travel Plan Grants to Public, Private and Third Sector organisations. Amounts claimed in 2010-11 are outlined in the following table:

Organisation	Activity	Amount claimed (£)
Edinburgh University	the installation of cycle parking for staff and students at the Joseph Black Building and West Mains at the King's Buildings	21,000
Borders Council	Travel Plan related costs incurred by the installation of car share bays, a permit allocation system and the trial of direct Green Staff Buses	6,118
Changeworks	Travel Plan related costs incurred by the procurement of pool bikes and cycle parking facilities for staff	10,000
Midlothian Council	Travel Plan related costs incurred by the production of the Midlothian Travel Map	5,000
Napier University	Travel Plan related costs incurred by the Staff and Student Travel Survey 2011	1,200
Queen Margaret University	Travel Plan related costs incurred by the revision of the University's Green Travel Plan	5,000

Direct funding from Scottish Government for the promotion of Travel Plans and Sustainable Transport ceased at the end of 2009-10. However, SEStran continues to provide guidance and advice to any Public, Private or Third Sector organisations who wish to develop Travel Plans and promote Sustainable Transport to their employees.

## 27. Car Sharing

TripshareSEstran.com, launched on 24th October 2006 by the Minister for Transport, Tavish Scott MSP, is a free, web-based car-sharing scheme to link car drivers or passengers who are making similar journeys in South East Scotland and wish to share the costs. TripshareSEstran.com also has features that allow taxi, cycling, and walking journeys to be matched.

SEStran is promoting car sharing to encourage more efficient use of vehicles on our roads, helping reduce congestion and pollution. As of 31st March 2011, there were over 6,200 members of TripshareSEstran. Local Authority Partners within the SEStran Region benefit from the RTP financing and hosting the eight separate Local Authority sites that sit underneath the TripshareSEstran banner. Through this hosting, each partner can monitor the impact of their individual sites and keep account of their member's carbon savings. Each partner also has the added benefit of regional promotion from SEStran. In 2010/11 SEStran hosted a prize draw (during National Liftshare Week) and promoted the regional schemes widely through events, press and radio.

TripshareSEstran.com is now one of the top five public car sharing sites across the UK and is rapidly expanding with organisations such as NHS Lothian, Edinburgh Park, NHS Fife, Queen Margaret, Heriot-Watt and Scottish Water all contributing to the total membership.



## 28. Cycling

Urban Cycle Network: In 2008/09, SEStran commissioned Colin Buchanan to produce a strategic 'Urban Cycle Network' guidance document. The aim is to develop a Region Wide Initiative to guide investment in strategic urban cycling facilities.

2010/11 saw the following projects match funded and implemented in accordance with the Urban Cycle Network: strategy for investment guidance:

- Edinburgh – Crewe Road South/Orchard Brae, Cycle lane design
- Edinburgh – King's Buildings, George Square Quality Bike Corridor
- Edinburgh – A90 route improvements
- Clackmannanshire – Improvements to the Stirling to Alloa Route (Cambus to A907 Old Road)

## 29. Core Budget

SEStran's core budget provides for the day-to-day running costs of the Partnership including employee costs, premises costs, supplies and services. For 2010/11 approved expenditure was £650,000. Actual expenditure for the year was £660,861. A summary of the Core budget for 2010/11 is provided in the following table. The variances identified and explained in the table were identified through budget monitoring arrangements and reported to the Board during the financial year.

The Scottish Government provided a grant of £350,000 towards core expenditure. In addition, the Partnership received interest of £3,246 in 2010/11. SEStran received budgeted contributions from constituent Councils totalling £300,000 during 2010/11.

## Revenue Core Budget

SESTRAN Core Budget 2010/11 as at 31st March 2011

	Budget £	Actuals £	Variance £
<b>Employee Costs</b>			
Salaries	256,050	273,598	17,548
National Insurance	21,657	22,470	813
Pension Fund	52,755	49,802	-2,953
Training & Conferences	15,119	9,119	-5,999
Interviews & Advertising	2,500	1,170	-1,330
	<b>348,081</b>	<b>356,159</b>	<b>8,078</b>
<b>Premises Costs</b>			
Rent	34,020	31,109	-2,911
Rates	19,046	15,969	-3,077
Energy, Repairs, Ins., etc.	7,855	26,053	18,197
Cleaning	5,630	4,897	-733
	<b>66,551</b>	<b>78,028</b>	<b>11,476</b>
<b>Transport</b>			
Staff Travel	11,500	11,059	-441
	<b>11,500</b>	<b>11,059</b>	<b>-441</b>
<b>Supplies &amp; Services</b>			
Marketing	48,000	49,892	1,892
Comms & Computing	81,585	78,902	-2,683
Printing, Stationery & General Office Supplies	19,589	13,896	-5,693
Insurance	6,000	3,513	-2,487
Equipment, Furniture & Materials	3,000	-21	-3,021
Miscellaneous Expenses	6,450	12,549	6,100
	<b>164,623</b>	<b>158,730</b>	<b>-5,893</b>
<b>Support Services</b>			
Finance	25,100	23,941	-1,159
Legal Services/HR	8,124	8,936	812
	<b>33,224</b>	<b>32,877</b>	<b>-347</b>

	Budget £	Actuals £	Variance £
<b>Corporate &amp; Democratic</b>			
Clerks Fees	15,000	15,000	0
External Audit Fees	11,000	10,240	-760
Members Allowances and Expenses	3,408	1,970	-1,438
	<b>29,408</b>	<b>27,210</b>	<b>-2,198</b>
<b>Income</b>			
Interest	-3,387	-3,246	141
	-3,387	-3,246	141
<b>Net Expenditure</b>	<b>650,000</b>	<b>660,861</b>	<b>10,816</b>
<b>Funding:</b>			
Scottish Government Grant	-350,000	-350,000	0
Council Requisitions	-300,000	-300,000	0
<b>Total Funding</b>	<b>-650,000</b>	<b>-650,000</b>	<b>0</b>



### 30. Web Site

As SEStran's main "shop window" the website plays a crucial role in our communications. To ensure that it continues to fulfil its role effectively it has been revised and refreshed with an improved and more user-friendly format.

The website was well used in 2010-11, with an average of 1175 visitors per month. Just over 52% were new visitors, with just over 40% accessing the site directly. The majority were local, although the site is being accessed globally from 78 countries, of which the USA, Belgium, Germany and Greece had the highest numbers of hits.

SEStran continues to standardise on electronic publication for economic and environmental reasons and all SEStran publications may be downloaded from the website as PDFs. A small stock of printed publications is also available on request from the SEStran office.

### 31. Communications Strategy

SEStran's communications strategy remains the cornerstone of our communications and PR work. Key priorities are:

- Promoting the aims of the RTS;
- Encouraging behavioural change among the travelling public;
- Highlighting the aims of SEStran, as laid out in the RTS;
- Maintaining SEStran's position as a credible and authoritative voice on transport planning and delivery in South East Scotland.

Coverage is achieved through issuing press releases, statements and proactive work with media contacts. Relationships with the press are well established and opinion and platform articles which enable SEStran to promote its message directly to the public are regularly placed in the national and larger regional press.

SEStran continues to develop a library of high definition images, following purchase of high-quality camera equipment. The images also provide SEStran with a growing library of inexpensive copyright-free photographs to use at our discretion.

We have scaled back our use of commercial advertising considerably and our remaining commitments are solely towards key reference publications including; the region's telephone directories, the Scottish Chamber of Commerce Directory and the Edinburgh Chamber of Commerce diary. Otherwise, commercial advertising is not used.

Commercial advertising may be considered on a case-by-case basis, within specific projects, but only where funding is available within the project budget.

Our established suite of branded promotional materials is used to increase SEStran's public profile and highlight our activities. We have the capability to mount a presence at two events simultaneously and the flexibility to ensure that the materials available are carefully targeted towards any particular audience.

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## 32. Media Penetration Statistics

SEStran maintains a policy of proactive media engagement and we currently have four verified media spokespersons, ensuring that we can respond to enquiries at all times.

Between April 2010 and March 2011 we issued 24 media releases and received 121 media enquiries, of which approximately 85 resulted in coverage, ranging from direct interviews with the press to use of a quotation. The pattern of media hits in any given month closely reflects SEStran activities and the current news agenda, as it relates to transport issues within the region.

Partnership working with media organisations has had a significant impact upon our media profile. Kingdom FM became a partner in the SEStran Two Capitals Cycle Ride in 2010 and three of their broadcasters participated in the ride. This provided us with extensive, cost-free, media coverage in the run-up to the event, including regular mentions by the participating broadcasters while on-air. This has undoubtedly contributed towards the increase in participation and has also contributed towards a significant rise in the number of radio media hits during that period in the year, as can be seen in the table below.

Points to note about the table:

- The tables below have been compiled using the daily or weekly circulation figures for the publications indicated and the Rajar figures (i.e. listenership and viewership) for the broadcasters. These do not reflect actual readership levels of a publication, or the number of times a radio or television clip may be used throughout the day. For example, circulation of the Scotsman is approximately 43,332, but estimated daily readership is 154,000, of which approximately 66% live within the SEStran region. Material from a single radio or television interview provides material that will be used anything from one to six times throughout the day, reaching a slightly different audience each time. Therefore our overall media reach is likely to be higher than indicated by the statistics.
- Broadcast interviews commonly furnish 2-3 quotes for news broadcast purposes, but for statistical purposes we are counting each interview as only a single media hit.
- Online outlets assess their circulation on the basis of daily database hits. The average daily access count to the relevant database is included here.
- Where National publications have covered SEStran stories an indication of the percentage of readership in the SEStran region is given. National or quasi-national broadcasters (e.g. Real Radio) do not break down their listeners/viewers on a regional basis, therefore the total figures have been included, expressed separately from the overall broadcast figures.
- Online news services and online versions of local newspapers offer a variable level of accessibility in terms of archival searching. The levels of coverage indicated should be seen as reflecting a minimum level of media penetration.
- Use of Press Releases by specialist websites, local councils, public and business bodies, voluntary organisations, pressure groups and private users are not included, as we no capacity to monitor coverage at this level. All hits logged are confined to the public commercial media only.

Month	Hits	Outlets	Audience Reach	Area Impact
April	<b>9 Hits</b> 5 print 2 radio 2 Online	Radio Forth, EEN, Midlothian Advertiser, East Lothian News, East Lothian Courier,	Print :124,584 B'cast :311,000 Online : 48,000	Edinburgh, Midlothian, East Lothian
May	<b>14 Hits</b> 7 print 6 Radio 1 Online	EEN, Midlothian Advertiser, East Lothian News, East Lothian Courier, Fife Today, Dunfermline Press, Fife Free Press, Kingdom FM	Print :161,004 B'cast : 78,000 Online : 48,000	Edinburgh, Fife, Dunfermline, Midlothian, East Lothian, Fife
June	<b>19 Hits</b> 8 Print 8 radio 3 Online	Radio Forth, Kingdom FM, Central FM, Fife Today, Fife Herald, Dundee Courier, Dunfermline Press. Holyrood Magazine, Local Transport Today, Herald & Post, Midlothian Advertiser, Borders Today, EEN, BBC Online, STV online, Forth 1 Website,	Print :190,655 B'cast :431,000 Online : 148,000 (* 1,150,000 BBC Scotland audience only Online 205,000 (daily hits)	Edinburgh, Lothians, Borders, Fife, Dundee, Parliament, National, Midlothian, (BBC Online – Edinburgh, Lothians Borders & Fife)
July	Nil			
Aug	<b>10 Hits</b> 6 Print 3 Radio 1 Online	Dunfermline Press, Falkirk Herald, W Lothian Courier, Fife Free Press, Dundee Courier, Local Transport Today, EEN, Fife Today, Kingdom FM, Radio Forth, BBC Radio Scotland, Central FM, BBC Online	Print : 260,279 B'cast : 431,000 Online : (* 1,150,000 BBC Scotland audience only Online 205,000 (daily hits)	Dunfermline, Falkirk, W Lothian, Fife, Edinburgh, National (BBC Online – Edinburgh, Lothians Borders & Fife)
Sept	Nil			

Month	Hits	Outlets	Audience Reach	Area Impact
Oct	<b>10 Hits</b> 6 Print 2 radio 2 Online	Scotsman, EEN, Herald, Local Transport Today, Scotland Europa Magazine, Dundee Courier, BBC Radio Scotland, Radio Forth, STV Online, BBC Online	Print :288,786 B'cast :311,000 Online : 52,000 (* 1,150,000 BBC Scotland audience only Online 205,000 (daily hits)	National, Edinburgh, Lothians, Fife, (BBC Online – Edinburgh, Lothians Borders & Fife)
Nov	<b>6 Hits</b> 2 Print 2 radio 2 Online	Scotsman, EEN, Holyrood Magazine, Radio Forth, KingdomFM, BBC Online, Forth1 Website,	Print : 126,053 B'cast : 389,000 Online : 52,000 (* BBC Scotland Online 205,000 daily hits)	National, Edinburgh, Fife, Lothians (BBC Online – Edinburgh, Lothians Borders & Fife)
Dec	Nil			
Jan	Nil			
Feb	<b>17 Hits</b> 9 Print 5 Radio 3 Online	Scotsman, EEN, Herald, Fife Today, Dunfermline Free Press, Local Transport Today, Kingdom FM, Radio Forth, BBC Online, STV Online,	Print : 266,621 B'cast :389,000 Online : 52,000 (* BBC Scotland Online 205,000 daily hits)	National, Edinburgh, Midlothian, East Lothian West Lothian, Fife, (BBC Online – Edinburgh, Lothians Borders & Fife)
Mar	Nil			

### 33. Events

SEStran participates selectively in specialist and public events, where these will highlight our work or encourage sustainable transportation choices among the travelling public. Participation ranges from providing a speaker to mounting an exhibition stall, or providing SEStran materials for distribution in delegate packs.

In 2010/11 SEStran sponsored two branded cycling events; the 2 Capitals cycle ride from Dunfermline to Edinburgh and the SEStran Megacycle from Dalkeith to East Lothian. Both are now well-established as fully-branded SEStran all-abilities cycling events. Over 400 participants took part in the SEStran Two Capitals Cycle Ride, while the SEStran Megacycle topped 300. Both events contribute towards our drive to promote cycling as a form of transportation for shorter journeys and for improved health.

SEStran attended the Edinburgh Mela once again in 2010 as part of our outreach towards the region's black and ethnic minority citizens and participated for the first time in the 2010 Ecofusion event. "Green" events of this sort are increasingly popular and provide a useful platform for the promotion of sustainable transportation.

We will pursue further opportunities to participate in and originate relevant events and campaigns where these can make a significant cost-effective contribution towards achieving the goals outlined in the RTS.

### 34. Promotion of sustainable transport

SEStran has heavily promoted public and sustainable transport during 2010/11. Initiatives have included:

- Public Transport Map 2010/11 showing all strategic public transport services across the region, distributed through partner authorities, major bus operators, all bus stations and through EAE (Map is available on the SEStran website)
- Reproduction of Cycling to Work Guide for Beginners (available via the SEStran website and hard copies have been made available)
- Sponsorship of the SEStran Two Capitals Cycle Ride during National Bike week. This resulted in over 400 participants
- The second year of the SEStran Megacycle. The event resulted in over 300 cyclists participating
- Various radio and print advertising for both of SEStran's Cycling events
- Competition prize draw for National Liftshare day and TripshareSEStran's 4th Birthday
- TripshareSEStran Sponsorship of Forth One's Jambusters local traffic updates
- Sponsorship and establishment of a private Tripshare page for those attending the SCVO (Scottish Council for Voluntary Organisations) Gathering Event in Edinburgh.

### 35. Equalities

SEStran aims to ensure that we are communicating our aims and objectives to all members of the community effectively and that everyone has equal access to our publications, in line with the SEStran Equalities Scheme.



Currently, our general information leaflet is available for download from the SEStran website in a range of minority languages. The languages chosen reflect those most frequently requested throughout the local authorities in the partnership area, and these will be regularly audited to ensure continued relevance. A translation of any document will be provided on request, in any additional language, or in large type, Braille, or recorded format, as required.

The SEStran website has been professionally assessed for accessibility to users with visual difficulties and recommendations for improvements have been incorporated into the schedule for ongoing site development. Options for speech based facilities are still being investigated, with a view towards implementation if technically feasible.

SEStran will continue to regularly audit publications to ensure that the images employed give equal emphasis to men and women, ethnic minorities and people with disabilities. We will continue to seek opportunities to participate in events designed to promote equal opportunities, and seek to ensure that all of our communications work is inclusive and reflects the diversity of Scottish society.

### **36. European Projects**

In 2010/11 SEStran originated two key events linked with projects undertaken with Interreg IVB North Sea Programme funding and European partnership working.

The Dryport Conference took place in Edinburgh in October 2010 and achieved extensive media coverage including; two placed features in the Scottish National Press, interviews on local and national radio and further coverage in the specialist press.

The successful launch of the Foodport project in November 2010 also received national and regional coverage.

Both events were attended by the Transport Minister.

### 37. Public Services Reform (Scotland) Act 2010

The Scottish Regional Transport Partnerships have been included in the schedule of the Public Services Reform (Scotland) Act 2010 and the act requires annual publication of certain information.

#### Introduction

Sections 31 and 32 of the Public Services Reform (Scotland) Act 2010 ("the Act") impose new duties on the Scottish Government and listed public bodies to publish information on expenditure and certain other matters as soon as is reasonably practicable after the end of each financial year. These duties came into force on 1 October 2010 by virtue of The Public Services Reform (Scotland) Act 2010 (Commencement No.2) Order 2010 (S81 2010 No 321).

Sections 31(7) and 32(2) of the Act provide that listed public bodies must have regard to any guidance issued by the Scottish Ministers about the duties imposed by these sections. Guidance designed to assist public bodies in giving effect to these statutory duties and to promote consistency between bodies in the way in which they give effect to these duties was laid before Parliament as required by the Act and this guidance has been followed in preparing the information for publication.

#### Data to be Published

Section 31(1) and (2) require public bodies to publish as soon as is reasonably practicable after the end of each financial year a statement of any expenditure they have incurred during that financial year on or in connection with the following matters:

- Public relations;
- Overseas travel;
- Hospitality and entertainment;
- External consultancy;
- Payments with a value in excess of £25,000
- Members or employees who received remuneration in excess of £150,000

#### Sustainable economic growth

Section 32(1)(a) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during that financial year to promote and increase sustainable growth through the exercise of its functions. Since this requires the publication of a statement it is not sufficient simply to refer to other published material such as the Annual Report.

#### Efficiency, Effectiveness and Economy

Section 32(1)(b) provides that as soon as is reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during that financial year to improve efficiency, effectiveness and economy in the exercise of its functions. Again this requires the publication of a free standing statement and it is not sufficient simply to refer to other published material such as the Annual Report.

The Scottish Government has published guidance on the definition of efficiencies and this has been followed. The data as described in this report is included in Appendices 3, 4 and 5 of this report and will be published on the SEStran web site in accordance with the requirements of the Act.

### 38. Revenue Budgets 2011/12

The revenue budgets for 2011/12 were included in the approved Business Plan for 2011/12 as approved by the Board.

SESTRAN Core Budget

Approved Budget 2011/12

	Budget £
<b>Employee Costs</b>	
Salaries	137,137.00
National Insurance	11,060.00
Pension Fund	31,265.00
Training & Conferences	14,119.00
Interviews & Advertising	2,500.00
	<b>196,081.00</b>
<b>Premises Costs</b>	
Rent	31,020.00
Rates	19,045.00
Energy, Repairs, Ins., etc.	7,855.00
Cleaning	5,630.00
	<b>63,550.00</b>
<b>Transport</b>	
Staff Travel	9,500.00
	<b>9,500.00</b>
<b>Supplies &amp; Services</b>	
Marketing	31,000.00
Comms & Computing	77,585.00
Printing, Stationery & General Office Supplies	16,589.00
Insurance	4,000.00
Equipment, Furniture & Materials	3,000.00
Miscellaneous Expenses	6,450.00
	<b>138,624.00</b>

	Budget £
<b>Support Services</b>	
Finance	25,100.00
Legal Services/HR	8,124.00
	<b>33,224.00</b>
<b>Corporate &amp; Democratic</b>	
Clerks Fees	15,000.00
External Audit Fees	11,000.00
Members Allowances and Expenses	3,408.00
	<b>29,408.00</b>
<b>Income</b>	
Interest	-3,387.00
	-3,387.00
<b>NET EXPENDITURE</b>	<b>467,000.00</b>
Scottish Government Grant	-242,000.00
Council Requisitions	-225,000.00
<b>FUNDING</b>	<b>-467,000.00</b>



SESTRAN Revenue Projects  
Approved Budget 2011/12

Project Code	Project	Budget £
EU1	DRYPORT	100,000
EU2	CONNECTING FOOD PORTS	70,000
EU4	LO PINOD	602,000
EU5	I TRANSFER	196,000
R17	SUSTAINABLE TRAVEL AWARENESS	130,000
R23	BUS REALTIME INFORMATION	110,000
R34	PROJECT MANAGEMENT COSTS	15,000
R37	RTS MONITORING	5,000
R41	SPECIALIST RAIL BUS ADVICE	25,000
R42	REGIONAL DEV PLAN INPUT	20,000
	URBAN CYCLE NETWORKS	70,000
	TERM COMMISSION MANAGEMENT	5,000
	DRT REVIEW	35,000
	EQUALITIES FORUM ACTIONS	20,000
<b>EXPENDITURE</b>		<b>1,403,000</b>
EU1	DRYPORT	-50,000
EU2	CONNECTING FOOD PORTS	-35,000
EU4	LO PINOD	-494,000
EU5	I TRANSFER	-186,000
R23	BUS REALTIME INFORMATION	0
	SCOTTISH GOVERNMENT GRANT	-540,000
	SESPLAN	-48,000
	URBAN CYCLE NETWORKS	-50,000
<b>INCOME</b>		<b>-1,403,000</b>

## Appendix 1 – RTS Monitoring

RTS Objectives	Indicators	Measure	Base Date	Values	
1.1 to maintain and improve labour market accessibility to key business/employment locations	Public transport labour market catchment for the following key regional employment centres:	% SEStran Working Age population within 30 mins/60 mins (2007) of.....	October 2008 PT Services	30 mins	60 mins
		Edin City Centre		34%	75%
		Gyle and Edin Park		37%	76%
		Edin Airport		12%	57%
		Livingston		12%	41%
		Glenrothes		9%	28%
		Leith		20%	52%
		Edinburgh Royal Infirmary		24%	49%
		SAC Bush Estate/Science Park		11%	40%
		1.2 to maintain and improve connectivity to the rest of Scotland, the UK and beyond		Number of direct rail and coach/bus services per day.	Number of direct coach services between the main SEStran settlements (Traveline)
Number of direct coach services to the major Scottish settlements (Traveline)	Feb 2009		493		
Number of direct coach services to the major non-Scottish settlements	Feb 2009		19		
Number of direct rail services between the main SEStran settlements (RailPlanner)	Nov 2008		616		
Number of direct rail services to the major Scottish settlements (RailPlanner)	Nov 2008		511		
Number of direct rail services to the major non-Scottish settlements (RailPlanner)	Nov 2008		155		
Number of domestic and international flight destinations.	Feb 2009		26		63
1.3 to support other strategies, particularly land-use planning, and economic development		Not possible to systematically monitor			

			Year 3 Date	Values				Change from base				Targets	
			October 2010 PT Services	30 mins	60 mins				30 mins	60 mins			+10% for these key regional employment centres
				36%	78%				2%	2%			
				40%	80%				3%	4%			
				12%	60%				1%	3%			+3% in 5 years
				13%	51%				1%	9%			+10% over 15 years
				8%	27%				-1%	-1%			any others that may emerge
				22%	56%				2%	4%			
				25%	50%				1%	0%			
				12%	40%				1%	0%			
			May 2011	1,411					-73				Aim to increase connectivity
			May 2011	527					34				
			May 2011	24					5				
			May 2011	691					75				
			May 2011	662					151				
			May 2011	169					14				
			May 2011	25	80				-1	17			

## Appendix 1 – RTS Monitoring

RTS Objectives	Indicators	Measure	Base Date	Values	
1.4 to reduce the negative impacts of congestion, in particular to improve journey time reliability for passengers and freight	Annual change in Scottish Government's Trunk Road Local Congestion Monitoring results for SEStran sites (time lost per annum – hours)	Forth Bridge approaches	STS 27 Table 6.8, 2007 values		
		Site 1 -A92 Cowdenbeath Jcn and M90 Junction 4 to Forth Bridge (NB)		2	
		(SB)		3	
		Kincardine Bridge approaches			
		Site 2 – A977 (Gartarry Rbt) A985 (Inch Fm Cott) and A876/M876 to M9 Junction 7 (NB)		8	
		(SB)		11	
		Edinburgh			
		Site 3 – A1 – Macmerry to junction with A720 (NB)		2	
		(SB)		2	
		Site 4 – A720 City Bypass – between juncs with A1 and M8 (EB)		9	
		(WB)		10	
		Site 5 – M9 – from M8 junc at Claylands to M9 Spur (NB)		4	
		(SB)		7	
		Edinburgh/Glasgow			
		Site 6 – A8/M8 – Baillieston to Hermiston Gait (EB)		6	
		(WB)		6	
	Car availability	% of 0, 1 ,2 ,3+ car owning households	2005/2006 SHS	31%	46%
	Car driver/passenger mode share	Mode share for travel to work		59%	6%
	Frequency of driving in congestion for those who drive at least weekly	less than once a month		20%	
		once a month to 1/2 times a week		22%	
		more than 3 times a week		16%	
	Car driver trips reportedly affected by congestion between 0700 and 0900			2005/2006 Travel Diary Analysis	22%
	Level of concern about traffic growth	% very or quite concerned	2005/2006 SHS	59%	



Year 3 Date				Values				Change from base				Targets			
STS 29 Table 5.8, 2009 values												Stabilise (after five years) and reduce (after 15 years) time lost due to congestion across the SEStran trunk road network (through non trunk road interventions)			
				3				1							
				4				1							
				2				-6							
				2				-9							
				3				1							
				2				0							
				7				-2							
				7				-3							
				5				1							
				8				1							
				5				-1							
				6				0							
				0%	4%	2007/2008 SHS				30%	45%	22%	4%	-1%	-1%
		2007/2008 SHS				58%	6%			-1%	0%			-2% in 5 years; -6% over 15 years	
		2007/2008 SHS				26%				6%				Aim to reduce	
		2007/2008 SHS				34%				12%					
		2007/2008 SHS				40%				24%					
		2007/2008 Travel Diary Analysis				22%				0%				Aim to reduce	
		2007/2008 SHS				55%				-4%				Aim to reduce	

## Appendix 1 – RTS Monitoring

RTS Objectives		Indicators	Measure	Base Date	Values
2.1	to improve access to employment	Hansen employment measures	Average 'Hansen' access to employment measure for all areas with high JSA claimants (low number = poor access)	October 2008 PT services	129,138
2.2	to improve access to health facilities	Non-car owning households & access to health	% of Non-car owning households (Census 2001) who have no public transport access or can not access any hospital within 60 mins public transport journey		
			Weekday 7-10am,	October 2008 PT services	3.6%
			Weekday 10am-4pm		3.8%
			Weekday 7-11pm,		4.3%
			Sunday 7am-7pm		4.4%
			% of Non-car owning households who have no public transport access or can not travel within 60 mins by public transport (Weekday 7-10am) to ...		
			Borders General Hospital	October 2008 PT services	96.3%
			Dunfermline Queen Margaret		61.8%
			Victoria Hospital Kirkcaldy		42.9%
			Edinburgh Western General Hospital		37.4%
			Royal Hospital for Sick Children Edinburgh		42.9%
			Edinburgh Royal Infirmary		47.4%
			St Johns Hospital Livingston		60.9%
			Falkirk & District Royal Infirmary		51.6%
			Stirling Royal Infirmary		86.6%
			Dumfries & Galloway Infirmary		100%
			Perth Royal Infirmary		100%
			Dundee Ninewells Hospital		97.0%
		Frequency of using a car to visit GPs	"Always use a car"	2005/2006 SHS	57%
		Ease of access to GPs without a car	"Fairly difficult or very difficult"		51%



Year 3 Date			Values				Change from base				Targets	
		October 2010 PT services	135,150					6012				For the 15% of datazones with the highest levels of Job Seekers Allowance claimants, improve access (by public transport) to employment by an average of at least 10% (3% after five years, 10% after 15).
												Reduce the proportion of zero-car households with poor access (>60 minutes travel by public transport) to defined key hospitals by 50% over the period of the RTS (15% after five years).
		October 2010 PT services	3.2%					-0.4%				
			3.7%					-0.1%				
			5.2%					0.9%				
			3.7%					-0.7%				
		October 2010 PT services	96.2%					-0.1%				
			57.6%					-4.2%				
			41.4%					-1.4%				
			38.3%					0.9%				
			41.4%					-1.4%				
			46.6%					-0.8%				
			61.3%					0.4%				
			52.9%					1.3%				
			86.7%					0.1%				
			100%					0.0%				
		99.7%					-0.3%					
		97.8%					0.8%					
		2007/2008 Travel Diary Analysis	57%					0%				Aim to reduce
			51%					0%				

## Appendix 1 – RTS Monitoring

RTS Objectives	Indicators	Measure	Base Date	Values			
2.3 to improve access to other services, such as retailing, leisure and education	Proportion of non car owning households :access to retail, leisure and education	% of Non-car Owning Households (Census 2001) who have no public transport access or live further than 45 minutes (Public Transport) from Key Services					
					Colleges (7-10 am)		6.0%
					Universities (7-10 am)		33.1%
					Leisure (swimming pools) (10 am – 4 pm)		0.6%
					Job Centres (10 am – 4 pm)		2.1%
					Retail (10 am – 4 pm)		
					Primary Centres		47.3%
					Major Centres, Metropolitan Towns		59.4%
					Regional Towns		67.5%
					Urban Centres		35.7%
					Local Centres		8.6%
					Rural Centres		35.1%
					Factory Outlet Centres		36.2%
					Fashion Parks, Retail Parks and Supermarkets		8.6%
					% finding it easy ('very easy' or 'fairly easy') to not use a car for accessing various services (2005/2006 SHS)		
					Ease of no car for – small shopping		55%
					Ease of no car for – supermarket shopping		19%
					Ease of no car for – town shopping		35%
	Ease of no car for – evening leisure		25%				
	Ease of no car for – visit friends/relatives		20%				
	Ease of no car for – GP		39%				
	Ease of no car for – library		37%				



Year 3 Date				Values				Change from base				Targets
												Reduce the proportion of zero-car households with poor access (>45 minutes travel by public transport) to defined further education colleges, job centres and regional shopping centres by 20% over the period of the RTS (7% after five years).
			October 2010 PT services	7.5%				1.5%				
				31.9%				-1.2%				
				0.5%				-0.1%				
				2.0%				-0.1%				
				46.1%				-1.2%				
				59.8%				0.4%				
				62.0%				-5.5%				
				33.1%				-2.6%				
				8.8%				0.2%				
				33.3%				-1.8%				
				35.8%				-0.4%				
				8.0%				-0.5%				
											Aim to increase	
			n/a									
			n/a									
			n/a									
			n/a									
			n/a									
			n/a									
			n/a									

## Appendix 1 – RTS Monitoring

RTS Objectives	Indicators	Measure	Base Date	Values	
2.4 to make public transport more affordable and socially inclusive	DDA compliant routes (running with low floor buses)	DDA compliant buses (low floor)	TAS Bus Quality Study	59.30%	
	SHS % of people stating "bus/train fares good value"	% of Adults (16+) who used a bus service in the past month and found the bus fares good value (2005/2006 SHS)	2005/2006 SHS	69%	
		% of Adults (16+) who used a train service in the past month and found the rail fares good value (2005/2006 MVA SHS Analysis)	2005/2006 SHS Analysis	52%	
	Use of concessionary fares	% of Adults aged 60 and over – possession of concessionary fare pass, and use in the past month (2005/2006 SHS)	2005/2006 SHS	58%	
3.1 to contribute to the achievement of the UK's national targets and obligations on greenhouse gas emissions	Change in traffic levels	Traffic on all roads in SEStran area	STS 27 (2008)		
		million vehicle km	2001	40,064	
		million vehicle km	2007	44,666	
		% of target year		111%	
	Change in petrol and diesel consumption	Petrol and diesel consumption of road vehicles in SEStran area			
		thousands of tonnes	2002	3,272	
		thousands of tonnes	2006	3,145	
% of target year			96%		
3.2 to minimise the negative impacts of transport on natural and cultural resources		Not practical to systematically monitor			

Year 3 Date			Values				Change from base				Targets	
			n/a									By, or before the end of the RTS, seek to ensure that all DDA requirements regarding accessible buses and other RTS measures are met. Seek to influence national policy in relation to the procurement of bus services if necessary to meet other RTS targets.
		2007/2008 SHS	66%					-3%				Identify and address high fare 'anomalies' in the SEStran area by reducing fares on selected routes (after five years); and achieve an overall real-terms reduction in fares by the end of the RTS period, relative to 2007 (after 15 years).
		2007/2008 SHS	58%					0%				
		STS 29 (2010)										Return to 2001 traffic levels by 2021
		2001	40,064									
		2009	44,219					-447				
			110%					-1.1%				
												Help achieve the Scottish Executive's emissions targets
		2002	3,272									
		2008	3,084					-61				
			94%					-2%				

## Appendix 1 – RTS Monitoring

RTS Objectives	Indicators	Measure	Base Date	Values		
3.3 to promote more sustainable travel	SHS modeshare figures	Usual method of travel to work (Walk, Bicycle, Bus, Rail)	2005/2006 SHS	14%	2%	
		Usual main method of travel to school: 2005 and 2006 (Walk, Car, Bicycle, Bus)		55%	19%	
		Number of occupants if mode was car driver (including driver)	2005/2006 Travel Diary	13%		
		Use of local bus services in the previous month (not used in past month)	2005/2006 SHS	51%		
		Use of local train services in the previous month (not used in past month)		83%		
		Mode used for all purpose journeys (car passenger, bus, train, taxi, walk or cycle)	2005/2006 Travel Diary	14%	12%	
		Number of car club members and Number of trips made through Liftshare	Number of Members (as of Feb 2009)	Feb 2009 Liftshare	5,034	
			Mileage savings (miles) – scheme to date		2,174,263	
			CO2 savings (tonnes) – scheme to date		665	
			Journeys registered		4,809	
	Journeys where contact was made		1,520			
	Rail station use	Passengers entries/exits to all SEStran stations	STS 27 (2008) – 2006/07 figs	26,924,094		
3.4 to reduce the need to travel	Annual trip rate (per local authority?), number of teleworking and teleshopping (per local authority?)	11% adults work from home	2005/2006 SHS	11%		
		1.54 – motorised trip rate	2005/2006 Travel Diary	1.54		
3.5 to increase transport choices, reducing dependency on the private car	Frequency of driving, households living within 6 mins walk time to the nearest, convenience and quality of public transport, frequency of travelling by bus/train in the evening	% of adults drive every day	2005/2006 SHS	40%		
		% of SEStran residents live within 6 minutes walk from a bus stop		88%		
		% live 6 minutes walk from a bus stop with more than 3 buses an hour service		45%		
		% find public transport either 'very convenient' or 'fairly convenient'		86%		
		% find public transport good		23%		
		% of car/van commuters could have used public transport instead		47%		
		% never travel by train and % never travel by bus in the evenings	SHS Random Adult 2005/2006	70%	83%	



			Year 3 Date	Values				Change from base				Targets
14%	3%		2007/2008 SHS	13%	3%	14%	3%	-1%	1%	0%	0%	Aim to increase
1%	23%			56%	19%	1%	23%	1%	0%	0%	0%	
			2007/2008 Travel Diary	13%				0%				
			2007/2008 SHS	48%				-3%				
				79%				-4%				
2%	1%	16%		n/a	n/a	n/a	n/a					Aim to increase
			July 2011 Liftshare	6,458				1424				Aim to increase
				8,530,289				6,356,026				
				2,803				2138				
				6,226				1417				
				2,597				1077				
			ORR 2009/10 figs	31,416,058				4,491,964				Aim to increase
			2007/2008 SHS	11%				0%				Aim to increase
												To stabilise and reduce the number of trips per person per year made using motorised modes, by 5% over the period of the RTS (1.5% after five years).
			2007/2008 SHS	43%				3%				Aim to reduce
				88%				0%				Aim to increase
				47%				2%				Aim to increase
				81%				-5%				Aim to increase
				21%				-2%				Aim to increase
				44%				-3%				Monitor annually
												Aim to increase

## Appendix 1 – RTS Monitoring

RTS Objectives		Indicators	Measure	Base Date	Values
4.1	to improve safety (reducing accidents) and personal security	Number of KSI casualties, child, pedestrian and cyclist KSIs	% Reduction in Child KSIs and All Ages KSIs from the 1994-98 average	Road Casualties Scotland 2006 Edition	
			Child KSIs		
			Trunk roads		-50%
			Local Authority roads		-34%
			All roads		-34%
			All Ages KSIs		
			Trunk roads		-7%
			Local Authority roads		-26%
			All roads		-25%
		Cyclist KSIs – reduce to 60 in 5 years and to 50 in 20 years		65	
	Perception of safety on public transport from Scottish Household Survey	% of Adults (16+) who used a local bus service in the past month felt safe and secure on the bus	2005/2006 SHS	89%	
		% of Adults (16+) feel very safe or fairly safe from crime when travelling by bus in the evenings		62%	
		% of Adults (16+) feel very safe or fairly safe from crime when travelling by train in the evenings		48%	
4.2	to increase the proportion of trips by walk/cycle	Number of bikes in households, trips by bike and on foot by purpose from SHS data	% of households have bike(s) available	2005/2006 SHS	35%
			% of Adults (16+) walked at least 1 day in previous 7 days as a means of transport (i.e to go somewhere e.g. work, shopping or friends)		57%
			% of Adults (16+) cycled at least 1 day in previous 7 days as a means of transport (i.e to go somewhere e.g. work, shopping or friends)		3%
			% of Employed adults (16+) travel to work on foot		14%
			% of Employed adults (16+) travel to work by bike		2%

Year 3 Date			Values				Change from base				Targets		
Road Casualties Scotland 2009 Edition												By 2010, to cut killed and seriously injured (KSI) casualties by 40% and child KSIs by 50% from a 1994-98 base.	
Andrew Knight, Transport Statistics (2008)			126										Over the period of the strategy, a 20% reduction (7% after five years) in pedestrian and cyclist KSIs
			51										
2007/2008 SHS			86%										Over the period of the strategy, a five percentage point improvement in the perception of the safety of travel by bus in SEStran (currently around 85%)
			60%										
			51%										
2007/2008 SHS			38%										Targets for mode share (see objective 1.4); in addition, over the period of the strategy, a 5% point increase in walking and cycling mode share for all trips, SEStran wide (1.5% after five years).
			57%										
			5%										
			13%										
			3%										

## Appendix 1 – RTS Monitoring

RTS Objectives	Indicators	Measure	Base Date	Values
4.3	to meet or better all statutory air quality requirements	Number of sites exceeding National Air Quality Standards/no of Air Quality Management Area (AQMAs) in SEStran; annual increase in traffic	Scottish Air Quality Statistics 2008	1. Edinburgh AQMA No.1
				2. Edinburgh AQMA No.2
				3. Falkirk – Grangemouth
				4. Midlothian Pathhead A
				5. Fife Bonnygate/Cupar



Year 3 Date	Values	Change from base				Targets	
NO2	Scottish Air Quality Statistics 2010	1. Edinburgh AQMA No.1 NO2					To contribute to meeting these requirements by 2010 or before
2 NO2		2. Edinburgh AQMA No.2 NO2					
AQMA SO2		3. Edinburgh AQMA No.3 NO2					
AQMA PM10		4. Falkirk – Grangemouth AQMA SO2					
AQMA		5. Falkirk – Banknock & Haggs AQMA NO2					
		6. Falkirk – AQMA No.1 NO2					
		7. Falkirk – AQMA No.2 NO2					
		8. Fife, Bonnygate AQMA					
		9. Midlothian Pathhead AQMA PM10					
		10. West Lothian Broxburn AQMA PM10					

## Appendix 2 – Partner Authorities expenditure on Regional Capital Projects

### Total Expenditure on Regional Projects

	Approved Budget £,000			Forecast £,000			Forecast Variance £,000		
	2008/9	2009/10	2010/11	2008/09	2009/10	2010/11	2008/09	2009/10	2010/11
<b>Councils</b>									
Clackmannanshire	0	0	0	0	0	0	0	0	0
Edinburgh	3647	2834	5502	3647	3631	5502	0	-797	0
Falkirk	660	20	20	0	20	20	-660	0	0
East Lothian	895	5	0	895	5	0	0	0	0
Fife	0	0	500	0	0	0	0	0	-500
Midlothian	0	0	0	0	0	0	0	0	0
Scottish Borders	365	195	1422	374	395	349	9	200	-1063
West Lothian	27	848	1995	8	888	1522	-19	40	-473
<b>Total</b>	<b>5594</b>	<b>3902</b>	<b>9439</b>	<b>4924</b>	<b>4939</b>	<b>7393</b>	<b>-670</b>	<b>-557</b>	<b>-2036</b>

#### Notes:

1. The approved budget figures are as presently formally approved by local authorities.
2. The forecast figures include approved budgets (adjusted as necessary) and Forecast expenditure not yet formally approved by local authorities.
3. The variance is the difference between the approved budget and the forecast expenditure. A negative variance indicates a shortfall in approved budget.
4. Expenditure is in £,000.

## Appendix 3 – Public Services Reform (Scotland) Act 2010 Information

Period covering 01/10/2010 – 31/03/2011

1) Public Relations (All expenditure except phone book entries relate to events support, projects or publications of necessary or statutory reports.)

Supplier	External costs – invoiced	Internal Staff Costs	Supplier Total
Apple Store	£429		£429
Arrow Corporate Promotions	£1,034		£1,034
Bauer Radio	£3,594		£22,033
Bauer Radio	£529		£22,033
Bauer Radio	£989		£22,033
Bauer Radio	£4,321		£22,033
Bauer Radio	£7,200		£22,033
Bauer Radio	£5,401		£22,033
BT	£374		£716
BT	£342		£716
EAE	£1,166		£1,166
James Stevenson (Flags)	£156		£156
Kingdom FM	£2,160		£2,160
Liftshare	£118		£118
Links Design	£1,782		£7,326
Links Design	£2,566		£7,326
Links Design	£1,441		£7,326
Links Design	£1,537		£7,326
Pedal for Scotland	£185		£185
Prentice Events	£4,200		£4,200
Quintin Young SEStran Megacycle	£3,000		£6,000
Quintin Young SEStran Megacycle	£3,000		£6,000
SCVO	£2,400		£2,400
Spokes	£50		£100
Spokes	£50		£100
TACTRAN	£83		£83
The Bike Station	£225		£225
Yell	£190		£1,077
Yell	£887		£1,077
<b>Total</b>	<b>£49,408</b>		

2) Overseas Travel (50% of Travel Costs and Staff Time is Funded by EU)

Reason	Origin/ Destination	No. Employees	Travel Costs	Subsistence	Accommodation	Total
Dryport	Edinburgh/ Amsterdam	1	£367.64			£367.64
Sustainable Travel	Edinburgh/ Brussels	1	£373.30		£341.58	£714.88
Dryport	Edinburgh/ Amsterdam	1	£209.25	£333.16		£542.41
Food Port	Edinburgh/ Bruges	1	£50.49	£233.64		£284.13
<b>Total</b>						<b>£1,909.06</b>

3) Hospitality & Entertainment

Nil return

4) External Consultancy (All subject to competitive tender)

Supplier	Project/Service	Total	Supplier Total
Colin Buchanan	Dryport	1,394	3,450
Colin Buchanan	Dryport	-234	3,450
Colin Buchanan	Access to Healthcare	1,952	3,450
Colin Buchanan	Access to Healthcare	338	3,450
INEO Systrans	RTPI	96,174	96,174
Lindean Partnership	Project Management	6,174	20,440
Lindean Partnership	Project Management	3,675	20,440
Lindean Partnership	Project Management	4,196	20,440
Lindean Partnership	Project Management	2,797	20,440
Lindean Partnership	Project Management	3,597	20,440
MVA Consultancy	Edinburgh Orbital Bus Project	2,938	56,930
MVA Consultancy	Regional Development Plan Input	4,364	56,930
MVA Consultancy	Regional Development Plan Input	9,177	56,930
MVA Consultancy	Park & Ride Strategy (Website)	6,600	56,930
MVA Consultancy	Regional Development Plan Input	8,880	56,930
MVA Consultancy	Regional Development Plan Input	9,372	56,930
MVA Consultancy	Foodport	15,600	56,930
Scott Wilson	Dryport	5,182	26,128
Scott Wilson	Midlothian Council Speed Review	11,743	26,128
Scott Wilson	Dryport	4,712	26,128
Scott Wilson	Dryport	4,490	26,128
White Young Green	RTPI	3,684	37,847
White Young Green	RTPI	4,209	37,847
White Young Green	RTPI	11,283	37,847
White Young Green	RTPI	5,407	37,847
White Young Green	RTPI	6,635	37,847
White Young Green	RTPI	6,629	37,847
<b>Total</b>		<b>240,969</b>	



5) Payments in Excess of £25,000

Payee	Commodity/Service Description	Payment Date	Amount
INEO Systrans	RTPI	27/01/2011	96,174

6) Members or employees who received remuneration in excess of £150,000

Nil return.

During 2010/11 SEStran has implemented a number of initiatives that have improved efficiency, effectiveness and economy and these are outlined below.

### Shared Services

#### Shared accommodation, administration and supplies

SEStran provides accommodation in our office for SESPLAN, the strategic land use planning authority for Edinburgh, The Lothians, Fife and Scottish Borders. In addition, SEStran provides administration support to SESPLAN by sharing the use of our three Admin. staff and provides office supplies to them through access to the City of Edinburgh Council's framework contract for supplies and services. SESPLAN also have the benefit of our provision of ITS facilities.

This has resulted in a saving to SEStran of £33,400, through a recharge to SESPLAN and while this is a cost to SESPLAN, it represents an efficient arrangement for them in that the alternative would be lease payments to a third party for office accommodation and employment of staff for administration.

#### Legal, Financial and HR Services

SEStran has three service level agreements covering legal, financial and HR services. The services provided are outlined below.

##### ■ Legal Services

Legal services are provided by Fife Council. Services include legal advice, contractual advice and provision of clerking for the Board and the Performance and Audit Committee. The quality of support is excellent and rates are considerably lower than comparative rates in the private sector. The cost of this service in 2010/11 was £23,000

##### ■ Financial Services

Financial services are provided by the City of Edinburgh Council. Services covered include invoice and payment processing, financial ledger, regular reporting to the SEStran Board, internal audit, liaising with external audit, budget preparation and control, pension fund management, accountancy and audit support for EU projects and investment management. The quality of support is excellent and again rates are considerably lower than in the private sector. The cost of this service in 2010/11 was £23,940

##### ■ HR Services

HR services are provided by Falkirk Council. This includes drafting and review of HR policies and procedures, monitoring any changes in legislation, support in dealing with staff matters and reporting to the SEStran Board. Day to day routine HR matters are managed directly by SEStran staff. The cost of this service in 2010/11 was £671

#### Routewise Data Base

SEStran provides a central data base (Routewise) of public transport bus registrations that links directly to the Scottish Travelline data base to provide travel planning information to the travelling public. The eight local authorities in the SEStran partnership and, in addition Stirling Council all have access to this data base. While this does not provide a direct saving to SEStran, the nine authorities who have access to the data base save £45,000 a year through shared licences and hosting.

### TripshareSEStran

SEStran provides a central data base for car sharing throughout the region under contract with Liftshare Ltd. Each of the eight partner authorities have access to the data base and have branded their own Tripshare with their own authority brands (e.g. Tripshare Edinburgh). SEStran provides the licence and hosting costs, regional marketing, monitoring reports and technical support to the authorities. By contracting on a regional basis there are significant savings compared to each of the authorities contracting individually (£8,136 a year i.e. 25%) in addition to the benefits to the customer of being able to access a larger data base for potential matching of trips. Through SEStran's initiative, Tripshare has now been extended to include Health Boards, Universities and private sector companies at no cost to SEStran. This initiative since its inception has saved 9,945,738 vehicle miles on the regional road network reducing CO2 emissions by 3268.4 tonnes annually (at the current membership of 6,340).

### Accessibility Modelling

SEStran has been using Accession for over three years now, operating mainly through its term consultants MVA. The SEStran Accession model gives a graphic presentation of the accessibility of specific locations to other locations, including areas of employment, healthcare, education, retail and leisure, by various modes.

One of the recent uses of Accession by SEStran, has been the assessment of various development locations identified in the formulation of the SESplan Strategic Development Plan, to test their relative accessibility to various facilities.

SEStran has its own model which has been upgraded to reflect, with greater accuracy, travel times in the area and can be operated in the SEStran offices or by MVA.

Two other RTPs now access accession software through the SEStran contract with MVA with the benefit of reduced fees as a result of the larger volume of work, single licence fee for all three RTPs and regular updates for all. In addition the other two RTPs have saved the cost of procurement by using the SEStran contract.

### Scotland Europa

SEStran has been a member of Scotland Europa for the last year and this has proven to be useful in identifying possible sources of EU funding to assist with implementation of the RTS. Two other RTPs have now joined Scotland Europa and SEStran has negotiated a reduced fee on behalf of all three organisations resulting in a saving of £1,000 for SEStran and similar levels for the others.

### SEStran Regional Transport Model

During 2009/10 and 2010/11 SEStran developed a regional multi-modal land use transport model for the SEStran area. This was developed jointly with Transport Scotland and provides the facility for detailed regional transport analysis for the region. The model is now jointly managed with Transport Scotland and a range of organisations from private sector developers to local authorities have made use of the model for their own purposes. SEStran has made extensive use of the model for analysis of the implications of land use allocations in the emerging Strategic Development Plan for the SESPLAN area.

### **Parking Initiatives**

SEStran has carried out a number of studies on parking in partnership with the eight authorities in the SEStran area and provided the results to the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs. The parking related work is:

- Parking standards for new development
- The viability of decriminalised parking outwith Edinburgh
- Development of a park and ride strategy for the region

### **Sustainable Development**

SEStran has carried out a number of studies on sustainable development in partnership with the eight authorities in the SEStran area and provided the results to the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs. The recent sustainable development related work is:

- Cycling best practice handbook
- Urban cycle networks study with funding for implementation.
- Sustainable urban design guidelines
- Sustainable freight Distribution

### **Buses**

SEStran has carried out a number of studies related to buses in partnership with the eight authorities in the SEStran area and provided the results to the partner authorities. The central provision of these services has saved the partner authorities significant costs should they have carried out the work individually. The work has been carried out using the SEStran framework contracts thereby saving further on procurement costs. The recent buses related work is:

- Survey of bus service and related provision of infrastructure identifying quality of service.
- Alternative fuels for buses
- Examination of the potential for demand responsive transport to provide cost effective services in rural areas
- Provision of a public transport information strategy to provide consistency of approach throughout the region
- Provision of a regional bus services map

## Procurement Activity

### Framework Contracts

SEStran currently has three framework contracts with transport consultants as follows:

1. Strategic Transport Planning – MVA
2. Transport Services – Scott Wilson
3. Sustainable Travel – Colin Buchannan

The use of these frameworks has significantly reduced the cost of procurement of services both to SEStran and to the private sector consultants. In addition, the frameworks have been made available to partner local authorities within the SEStran area and have been used by three of the authorities to progress their own projects.

### Real Time Passenger Information

SEStran is the delivery body for implementation of real time passenger information for bus passengers throughout the region. The project builds on the successful scheme implemented in Edinburgh and the two systems will be compatible providing real time information for the three main operators within and beyond the city. In addition smaller operators and cross boundary services to the SWESTRANS area are included in the contract. The contractor has been appointed through EU procurement procedures and the advisory consultant was appointed through the DTI framework thereby reducing procurement costs. The project will provide real time information for Fife, East Lothian, West Lothian, Scottish Borders and services to SWESTRANS in addition to the information currently provided in Edinburgh and Midlothian. The total project value is £2.8m of which £1.12m is funded from ERDF funding. The ERDF funding represents a major saving on the cost of the project to the Scottish public purse.

### iTransfer

Project with Stagecoach as a partner will provide around a £1M of funding towards the design and construction of hovercraft landing areas in Kirkcaldy and Portobello with 50% funding from the EU Interreg fund. The total SEStran budget for the project is £421,000 with £210,000 funding from the EU. The project represents pump priming funding for a cross Forth passenger ferry service and will lever in approximately £10m of private sector funding in addition to the iTransfer fund. It is a cross border project linking Fife and Edinburgh, is a Partnership with private sector and other European partners and a collaboration with Napier Tri. The funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

### Lo-Pinod

Project in partnership with Forth Ports will provide more than a £1M of EU funding to undertake a pilot of freight movements by barge in the Forth estuary. The total SEStran budget for the project is £1.3m of which £615,000 is funded from the EU Interreg fund. The remainder of funding will come from Forth Ports who are a full partner in the project. It is a cross border project linking Fife and Grangemouth, a partnership with private sector and other European partners and a collaboration with Napier Tri. The project will remove around 40 hgvs per day from the road network during the trial. The funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

### Dryport

Examination of scope for inland port/freight transfer facilities has allowed development work on a number of RTS projects including: River Avon Gorge, Levenmouth rail, Alloa to Dunfermline rail with connection to Rosyth, Freight routing strategy and map, Sustainable distribution depots, rail freight promotion and freight consolidation centres. The project is 50% funded by EU, a partnership with Napier Tri and a partnership with other European partners. A successful international conference raised the profile of Scotland's freight sector. Overall project budget of £600k (£300k to SEStran and £300k to Tri) has been invested in the region. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

### Connecting food ports

Examination of food product distribution throughout the region and linking to UK and Europe. The project is 50% EU funded through the Interreg fund and is a partnership with Forth Ports and other European partners and a collaboration with Napier Tri. The project will investigate the potential to shift freight onto more sustainable modes with business development opportunities with our European partners in this project. The total SEStran budget is £250k with £125k funded from Europe. The 50% funding to SEStran from the EU represents a saving over what would otherwise be the cost of the project and contributes to the SEStran core budget for staff and overhead costs.

### Collaborative use of local contracts

#### South Tay park and choose

Scheme development for park and choose site at south end of Tay road bridge. This project is a partnership with and co-funding from TACTRAN, Transport Scotland, Fife and Dundee councils. The partners have agreed the principle of a shared funding package for delivery and there is potential for an ERDF funding bid to be made this year. The work has been carried out so far using the SEStran framework contract saving the partners the cost of procurement.

#### A801 River Avon Gorge

A project being jointly promoted by Falkirk and West Lothian councils. The strategic transport planning framework contract was used to refresh the business case for submission to Scottish Government

#### A701 Cumulative transport impact

Midlothian council made use of the transport services framework contract to analyse the cumulative impact of developments in the area of the A701 to the south of Edinburgh.

#### Kirknewton level crossing

West Lothian made use of the Sustainable transport framework contract to carry out a road safety audit on the redesigned railway crossing at Kirknewton that is being promoted by Network Rail.

## Risk Management

Risk management in SEStran is carried out with the aid of a specific software, Magique, which is used to provide regular updates of the risks faced by the organisation. The programme identifies risks by category, (e.g. Corporate, financial, project etc.), Risk description, risk owner and Risk detail. The risk is then analysed in terms of its impact on the organisation and its likelihood of occurring. These are given a numerical value and the combination of these provides a risk Rating. The risk is then analysed to examine what mitigation measures can be implemented to either mitigate the impact of the risk should it occur or the likelihood of occurrence. This leads to a modification of the risk likelihood and impact scores giving a revised rating after mitigation. The mitigation measures and their implementation are then assigned to a risk owner and monitored on a regular basis. In addition a series of controls are identified for each risk that are ongoing procedures inbuilt into the management system that will also mitigate the risk. Finally an assessment is made on the level of residual risk and a decision made as to whether the risk should be accepted, transferred or the activity should be discontinued.

Regular updates on the most significant risks to the authority are provided to the Performance and Audit Committee and to the SEStran Board.

## **Sustainable Economic Growth – May 2011**

### **1. Introduction**

Section 32(1)(a) of the Public Services Reform (Scotland) Act 2010 provides that as soon as reasonably practicable after the end of each financial year each listed public body must publish a statement of the steps it has taken during the financial year to promote and increase sustainable growth through the exercise of its functions.

SEStran is a listed body within the Act. This statement is intended to fulfil the requirement of the Act in relation to Sustainable Economic Growth. This statement should be read in conjunction with the statement on Efficiency, Effectiveness and Economy and the financial information provided on the SEStran website that are also required by the Act.

### **2. Government purpose and performance framework**

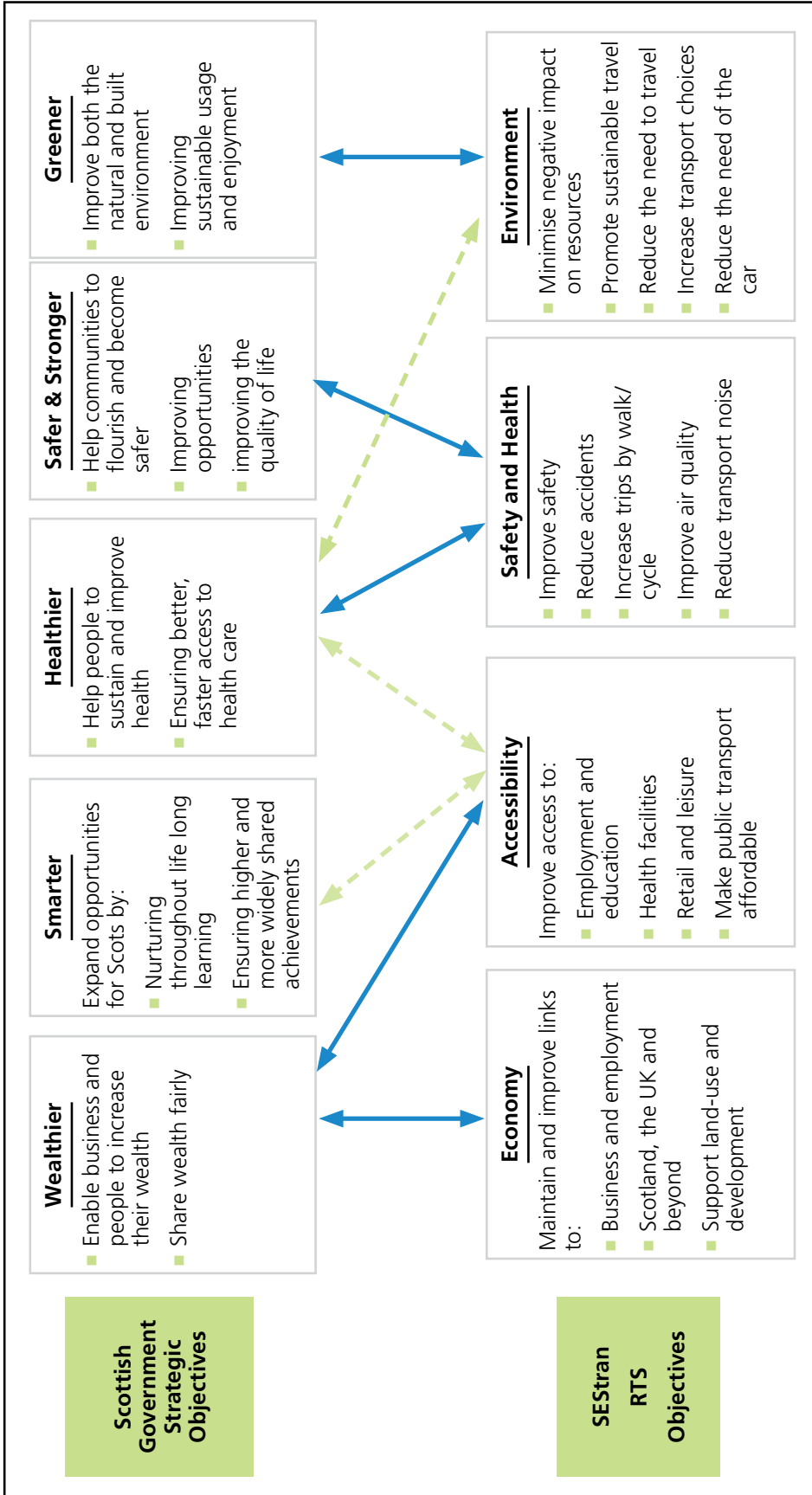
The Government Economic Strategy, November 2007, sets out the Government's central purpose as: "To focus the Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth. By sustainable economic growth we mean building a dynamic and growing economy that will provide prosperity and opportunities for all, while ensuring that future generations can enjoy a better quality of life too."

The National Performance Framework was developed to provide a clear focus and direction for the whole of the public sector in Scotland and all public bodies are expected to align their activity in support of the Purpose, Purpose Targets and the 15 National Outcomes set out in the Framework.

### **3. Aligning to the Purpose and National Objectives**

The SEStran Regional Transport Strategy, approved by Scottish Ministers in 2008, includes a diagram outlining how the Regional Transport Strategy objectives align with the National Objectives. This is reproduced below.





#### **4. Sustainable Economic Growth**

SEStran's primary function is to produce and implement a Regional Transport Strategy.

Transport has long been recognised as a significant contributor to sustainable economic growth. The SEStran Regional Transport Strategy was developed in partnership with the eight local authorities within the SEStran area and involved extensive consultation with various sectors of the community, not least the business sector. Unlike many regions in the country, the SEStran area is projected to be the subject of strong growth in population, households and employment. The vision for SEStran contained in the RTS is:

*'South East Scotland is a dynamic and growing area which aspires to become one of northern Europe's leading economic regions. Essential to this is the development of a transport system which enables businesses to function effectively, allows all groups in society to share in the region's success through high quality access to services and opportunities, respects the environment, and contributes to better health.'*

The evolving Strategic Development Plan for the SESplan area sets out the spatial strategy for achieving that growth. The Regional Transport Strategy has been a major input to the SDP and seeks to achieve the growth in a sustainable means minimising the impact of increasing congestion levels.

The principal ethos in setting and determining the Regional Transport Strategy has therefore been to encourage and permit sustainable economic growth.

## 5. What has been done in 2010/11

### Projects delivered directly by SEStran

Service	Description	Delivery Model	Benefits achieved
Real Time Bus Passenger Information	Roll out of RTPI in East Lothian, Fife, Scottish Borders with funding committed by West Lothian and EU bids pending for West Lothian and Cross border services between SEStran and SWESTRANS. SEStran has attracted funding from EU and LA partners, procured the necessary technical support and the contractor and developed operating and maintenance agreements with the bus operators. Potential £3.25m project with 40% funding from Europe.	External contract, partnership with bus companies, co-funding from LAs and adjacent RTP. direct staff input.	Roll out of real time bus passenger information throughout the region will encourage mode shift from car to bus and provide better service for bus users. If outstanding ERDF bids are successful this will be a £3.25M investment in public transport infrastructure in the region. Investment during 2010/11 was £345,000
I –Transfer	Project with Stagecoach as a partner will provide around a £1M of funding towards the design and construction of hovercraft landing areas in Kirkcaldy and Portobello. Cross border project linking Fife and Edinburgh.	Partnership with private sector and other European partners. External contract and direct staff input. Collaboration with Napier Tri.	This project will represent a further £1M investment in public transport infrastructure in the region and improve access to jobs between Fife and Edinburgh. Investment during 2010/11 was £1167
Lo-Pinod	Project in partnership with Forth Ports will provide more than a £1M of EU funding to undertake a pilot of freight movements by barge in the Forth estuary. Cross border project linking Fife and Grangemouth.	Partnership with private sector and other European partners. External contract and direct staff input. Collaboration with Napier Tri.	The project will trial moving freight by barge in the Forth Estuary (around 40 hgvs per day will be removed from the road network during the trial) and provide improved freight distribution to Grangemouth. Investment during 2010/11 was £1016

**Appendix 5 – Public Services Reform (Scotland) Act 2010**  
Duties on Public Bodies to provide information

Service	Description	Delivery Model	Benefits achieved
Dryport	Examination of scope for inland port/freight transfer facilities has allowed development work on a number of RTS projects including River Avon Gorge, Levenmouth rail, Alloa to Dunfermline rail with connection to Rosyth, Freight routing strategy and map, Sustainable distribution depots, rail freight promotion, freight consolidation centres 50% funded by EU.	Framework contracts, partnership with Napier Tri, partnership with other European partners and direct staff input	EU funding allowed progress on a number of RTS projects in Fife, Clackmannan, Falkirk and Edinburgh. A successful international conference raised the profile of Scotland's freight sector. Overall project budget of £600k invested in the region. Investment during 2010/11 was £124,448
Connecting food ports	Examination of food product distribution throughout the region and linking to UK and Europe. 50% EU funding. Forth Ports intend to join this project and form a Scottish partnership with SEStran	Partnership with other European partners, collaboration with Napier Tri and direct staff input	Potential to shift freight onto more sustainable modes with business development opportunities with our European partners in this project. £250k invested in the region. Investment during 2010/11 was £14,247
Edinburgh outer orbital BRT	Bus rapid transit scheme around outer orbital corridor linking East, Mid and West Lothian and Edinburgh, scheme development	Framework contract and input from partner authorities	STAG and feasibility study completed and with Transport Scotland. Investment during 2010/11 was £5,845
South Tay park and choose	Scheme development for park and choose site at south end of Tay road bridge.	Framework contract. Partnership with and co-funding from TACTRAN, Transport Scotland, Fife and Dundee.	Transport Scotland has agreed the site and the principle of a shared funding package for delivery. Potential for an ERDF funding bid to be made in August 2011. £50k funding from Tactran, TS, Fife and Dundee. Investment during 2010/11 was £7044

**Appendix 5 – Public Services Reform (Scotland) Act 2010**  
Duties on Public Bodies to provide information

Service	Description	Delivery Model	Benefits achieved
SESPLAN	Shared office and admin services and strategic transport input to development of the SDP.	Shared accommodation/ service agreement, use of framework contract and direct staff input	Savings of £48k per year from shared accommodation and admin. staff has funded input to SDP. Investment during 2010/11 was £60,905
Key Agency and influencing role	Input to Community planning, single outcome agreements, SDP and LDPs, Rail utilisation strategies, rail timetabling reviews, rail franchise, high Speed rail, OFT and Competition Commission investigation into bus competition, Scottish Government consultations, transport Scotland strategies and major projects, DfT consultations etc.	Direct staff input, framework contracts, seconded consultant	Met statutory requirement for community planning and SOAs and influenced other providers to the benefit of SEStran area. Investment during 2010/11 was £37,489
Liaison Groups and forums	SEStran hosts a rail forum that includes network rail and operators, a bus forum that includes operators and a sustainable transport forum	Direct staff input and seconded consultant	Provision of a mechanism for sharing information and influencing providers and policy makers. Costs are included in other codes.
Accession	All authorities have been trained in the use of Accession and have access to the model through our term consultants. SEStran is currently in discussions with other RTPs to investigate sharing the costs of updating and operating the Accession model and also sharing the costs of annual licenses	Framework contract, shared service agreement with other RTPs.	Provided the basis for stage 1 input to SDP and will be central to input to LDPs. Influenced land use allocations to minimise private transport Investment during 2010/11 was included in other cost codes.
Routewise	All authorities have access to the Routewise database which is maintained through SEStran and benefit from greatly reduced annual running costs through the economies of scale that have been achieved through the SEStran management of the system	External contract, shared service with partner authorities	Provision of data to TRAVELINE for SEStran area and for LA provision of transport data. The costs to partner authorities to provide this service individually would total £90K per annum. Investment during 2010/11 was £52,256

**Appendix 5 – Public Services Reform (Scotland) Act 2010**  
Duties on Public Bodies to provide information

Service	Description	Delivery Model	Benefits achieved
Travel Planning	SEStran provides a focal point and funding for the development of travel planning and sustainable transport awareness to both public and private sector organisations.	Grant award with match funding from partner	Travel plans developed for a wide range of organisations throughout the region. Investment during 2010/11 was £79,831
One-Ticket	SEStran promotes the use of one ticket throughout the SEStran area	Board member and promotional material	Influence on charging policy
Freight distribution	Through our Freight Quality partnership SEStran has looked at freight signing, lorry parking and freight route mapping to improve the efficiency of freight movement in all authority areas and these initiatives have been delivered with match funding from the EU. SEStran has been successful in 4 bids for ERDF funding that is related to freight distribution and several initiatives are in the pipeline that will bring benefits throughout the region.	Framework contract, EU match funding, Freight quality Partnership, direct staff involvement.	Delivery of freight projects in the RTS with active involvement of the freight industry Investment during 2010/11 was covered in other project costs.
Parking Standards	SEStran has produced advice applicable to all authorities on parking standards in new developments, to provide consistency in application.	Framework contract	Consistent parking standards throughout the region. Input to SDP and LDPs.
Park and ride strategy	SEStran developed a park and ride strategy looking at the sustainable development of park and ride facilities throughout the area and is currently developing a web site for users of these facilities	Framework contract	Policy input to SDP and Transport Scotland. Development of promotional web site Investment during 2010/11 was £10,340
Cycling Development	SEStran has produced a Cycling –Best Practice Handbook and an analysis of commuter cycling routes to define requirements for future investment (SEStran also provided a grant for implementation).	Framework contract grant with match funding from partner authorities	Current programme of urban cycle network improvements in partnership with LAs. provides £50k a year grants to local authorities. Investment during 2010/11 was £50,000

**Appendix 5 – Public Services Reform (Scotland) Act 2010**  
Duties on Public Bodies to provide information

Service	Description	Delivery Model	Benefits achieved
Bus Services	SEStran provided survey information on the quality, fare levels and services provided in all local authority areas to provide a basis for looking at service improvements.	External Contract	Provided basis for SEStran input to OFT and Competition Commission inquiry into bus competition.
Equalities and Access to Healthcare	SEStran provides a forum for discussing and promoting issues of mutual concern	Direct staff input	Developing scheme for better access to public transport. Test of travel planning for outpatients in partnership with Lothian Health Board Investment during 2010/11 was £1949
Tripshare	SEStran promotes this car sharing initiative for the partnership	Promotional material, events.	Fastest growing car sharing club in UK. Major employers are now members Investment during 2010/11 was £20,146
Sustainable Urban Design	SEStran has developed a set of design standards	Framework contract	Used as input to SDP and LDPs
Regional transport model	Developed jointly with Transport Scotland the model has been used extensively by both SEStran for input to the SESPLAN SDP and by local authorities in analysing major developments	Framework contract in partnership with Transport Scotland	Input to SDP. Use by Midlothian and Falkirk for transport planning. £40k additional funding from Transport Scotland Investment during 2010/11 was covered under other cost headings
Framework contracts	Procured for the provision of consultancy services and open for use by the partnership authorities. SEStran has framework contracts for the provision of the following consultancy services; Strategic Transport Planning (MVA) Transport Services (Scott Wilson) Travel Planning (Buchanans)	External framework contracts shared use by partner authorities	Many projects have been delivered through these commissions by SEStran and also by partnership authorities delivering local schemes Investment during 2010/11 was £40,883

**2 RTS projects delivered by partner local authorities.**

These will be reported in the individual returns from the authorities concerned.



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All SEStran publications are available in a variety of formats, including large print, braille and a range of minority languages. For further information, please contact us on 0131 524 5150.